

# Registration Form Permit Technician Certification Study Course



Washington State Association of Permit Technicians

Name:		
Jurisdiction:		
Address:		
City:	State:	Zip:
Your Job Title:		
Phone:	Daytime:	Evening:
Email: <b>Required:</b>		
<b>Mail Registration Form – Fee or Purchase Order by September 1, 2010 To:</b> Win Slota – WSAPT Treasurer c/o County Environmental Health Services 223 East 4th Street, Suite #14 Port Angeles, WA 98362-3015 360-417-2506, 360-417-2313 (Fax)		
WSAPT Tax ID: 11-3772713 You may fax your registration to reserve your space		
<b><u>Class Fee \$95 (includes (2) \$25 workbooks)</u></b> <b><u>This class is limited to 25 participants</u></b>		
Break refreshments are provided Meals are not included		

Permit Technician  
Certification  
Study Course  
September 10<sup>th</sup>  
Mill Creek - Washington



One Day  
Comprehensive  
Study Course  
To prepare you for  
Permit Technician  
Certification  
Testing

WSAPT is sponsoring "The Permit Technician Study Course". This course is intended as preparation for people wishing to obtain ICC Permit Technician certification.

### Course Description:

This course will cover the 3 reference books that the 2009 Permit Technician ICC exam is based upon. It will include exercises on using these codes, finding chapters, sections, and more in-depth practice questions. This course is beneficial to those that desire a basic overview of the building code and assists you as a preparation course prior to testing for certification.

Included are an overview of the required study materials; "2009 IBC", "2002 Legal Aspects of the Building Code", and "2009 International Zoning Code" and a comprehensive practice test.

Please bring the three reference books listed above, calculator, scale, pen/pencil, highlighters (pink green & yellow), and scratch paper.

Location: **City of Mill Creek**  
**15728 Main Street**  
**Mill Creek, Washington**

Registration is open from 8:30 am to 9:00  
Class begins at 9:00 and ends at 4:15  
Lunch will be from 12:00 – 1:15  
CEU's will be awarded (.6)

### Directions:

Going northbound or southbound on I-5, take the 164<sup>th</sup> Street/Mill Creek Exit (#183). At the end of the exit ramp, turn east onto 164<sup>th</sup> Street. Stay on the 164<sup>th</sup> Street to the bottom of the hill and turn left at the traffic signal at Mill Creek boulevard. Continue on Mill Creek boulevard until you pass the post office on your right, and Mill Creek Clinic on your left. Turn left onto Main Street, just after the Mill Creek Clinic. City Hall is the second Driveway on your left.

### About the Instructor: Roxanne Michael, CBO, AICP



Roxanne Michael attended her first ICBO ABM in 1979 in Anchorage and has remained active with ICC ever since. She has managed Building and Planning Departments in the NW and has her own training consulting company. Roxanne is an ICC Certified Building Official, Plans Examiner, Building, Plumbing and Mechanical Inspector as well as an AICP. As the Building Official of Skagit County, WA for 15 years she was able to improve turn-around times from 8 to 2 weeks during high volume construction and to greatly improve customer service and teamwork throughout multiple departments. She also significantly increased the training budget earning an ISO BCEGS rating of class 2. Sharing information and helping people get certified is a passion of Roxanne's. She has been active providing coaching to Permit Technicians, including workbooks and workshops. Over the last 28 years, Roxanne has taught Building Codes in-house, at community & technical colleges, and at state and international forums. Her seminars stem from her own experience in many jurisdictions with a sincere desire to share information and have some fun doing so.

Roxanne was the President of the NWICBO chapter and of WABO while chairing and serving on various ICBO & ICC committees. She currently serves on the "Ad Hoc Committee on the Administrative Provisions of the I-Codes." In 2006 she coordinated a WABO production of ICC's "On Your Side" video in that ongoing effort to promote the role of the Building Official. Most recently Roxanne has been backing up the Building Official of Whatcom County. She is also a contract instructor for ICC.

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