

# STATEMENT OF QUALIFICATIONS

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**Sheryl Albritton, CBI, CPT**

232 A Street, Suite C5 . Friday Harbor, WA 98250

sherylalbritton@gmail.com . (425) 238-5200

Veteran Code Consultant, highly sought after for her ability to navigate complex land use, critical areas, and shoreline issues.

Sheryl's keen ability to understand, piece together complexities and remedy code violations is second to none. Her skills as a Code Consultant are highly sought after throughout the region; a reflection of how much the public trusts her to represent them.

In addition to her hands-on experience, Sheryl has played an instrumental role in shaping industry standards through her involvement in the Washington State Association of Permit Technicians (WSAPT) and the International Conference of Building Officials.

As a founding member of WSAPT she contributed to the establishment of best practices, certification, and the promotion of professional development opportunities for members.



WASHINGTON STATE  
*Association of  
Permit Technicians*



The Washington State Association of Permit Technicians began in November of 1995 when a group of people interested in forming an association in support of city and county staff from building, planning, and engineering departments, commonly referred to as “the front counter staff”, joined together. An interim board of executive officers was formed, and work began on our bylaws.

Over the next few years, our association took form and became an official International Conference of Building Officials (ICBO) Chapter in January 1999. WSAPT, formerly known as APT, was the first and only Association of Permit Technicians for quite some time. When the three main national building code organizations combined in the late 1990s, the WSAPT membership elected to transfer the organization to the new organization, the International Code Council (ICC), becoming an ICC Chapter.

One of the main goals of WSAPT's first years was to help establish a permit technician certification process. In September of 1998, the Certified Permit Technician designation was created through ICC and members began achieving this certification. WSAPT encourages its members to become certified through the educational opportunities we provide.

## **Work History**

City of Marysville, Public Work Secretary/Building Permit Clerk, 1988-1991

City of Mill Creek, Building Permit Clerk/Surveying Technician, 1991-1992

Skagit County Planning & Permit Center – Code Enforcement, Fast Track Plans Examiner, Building Inspector and Senior Permit Technician, 1992-2002

Founder Permit Professionals LLC, 1995 – 2018

Founder San Juan Islands Real Estate LLC, 2018

Designated Broker/Owner, San Juan Islands Real Estate LLC dba RE/MAX Island Living, 2024

## **Education / Certifications**

Skagit Valley College ADTA – Associate of Arts, Environmental Science, Law

University of Arizona 2024-2026 – current, Bachelor of Arts in Law

ICC (formerly ICBO) Certified Building Inspector 1995 – current - No. 1026662-01

ICC (formerly ICBO) Certified Permit Technician 1996 – current - No. 1026662-02

Certified Greenshores Verifier – San Juan County

Western Washington Wetland Rating System 1993 – current

President, Northwest Chapter of Building Officials 1997-98

Secretary/Treasurer, Northwest Chapter of Building Officials 1998-99

## **Landmark Projects & Complex Cases**

Twin Bridge Marina, Mount Vernon

Christensen vs. Snohomish County

Warm Beach vs. Snohomish County

Emergency Shoreline orders – Tulalip Reservations & San Juan County

Lake Erie Gravel Pit, Anacortes/Skagit County

## **Testimonials**

### **Corey Schmidt, former Building Official Skagit County**

I have had the pleasure of working with Sheryl for the past five years. Sheryl has been very instrumental with incorporating the many changes in our new successful customer service policies.

In order for us to bring about those changes we needed people with proactive ideas and the skills and flexibility to bring those ideas to fruition. We quickly recognized that not only did Sheryl possess those skills she further demonstrated the ability to grasp a much broader understanding of our purpose.

Because of Sheryl's ability to adapt to changes and understanding the complexity of the land use issues we struggle with under the State's Growth Management Act we found her to be an invaluable part of our front counter team. Her ability to separate invalidated existing Zoning Districts along with the development regulations while applying such to proposed projects and brought those issues forward for review and necessary amendments.

Sheryl is now responsible for all of our technical review for projects requiring permits. She is responsible for all that includes water availability and well review in conjunction with health, addressing, land use, site plan, construction plans, shorelines, flood, critical areas, drainage, fire, etc.

Sheryl's integrity is second to none. Responsibility, work ethic, efficiency and community values define that part of her that we hired and so respect. The other part Shery is her positive attitude, great sense of humor and her resilience. Sheryl is just fun to work with and things seem to always get done and done right when she is involved.

### **Daniel V. Cain, former Skagit County Fire Marshal**

Technically I work in a different department and building than Sheryl but have the daily responsibility of plan review in coordination with the Skagit County Permit Center.

While I work well with other staff, my first call is usually to Sheryl when I have a problem with the file, a project, or the computer program we use to track permits. Sheryl routinely reviews residential permits and signs off on those, on my behalf, that either do not require Fire Code issues be addressed or she addresses them directly. This has allowed me to concentrate on those files that have significant issues or problems that need attention.

Sheryl is truly a rare individual who has excellent people skills, technical knowledge, code knowledge and common sense. She is always willing to help and is so efficient that often what could have been a "big deal" becomes "no problem".



# INTERNATIONAL CODE COUNCIL

## SHERYL ALBRITTON

*The International Code Council attests that the individual named on this certificate has satisfactorily demonstrated knowledge as required by the International Code Council by successfully completing the prescribed written examination based on codes and standards then in effect, and is hereby issued this certification as:*

**Building Inspector**

*Given this day November 16, 2005*

Certificate No. 1026662

A handwritten signature in black ink, appearing to read "Stuart Tom".

**Stuart Tom, P.E., CBO, FIAE**  
President, Board of Directors

A handwritten signature in black ink, appearing to read "Dominic Sims".

**Dominic Sims, CBO**  
Chief Executive Officer





# INTERNATIONAL CODE COUNCIL

## SHERYL ALBRITTON

*The International Code Council attests that the individual named on this certificate has satisfactorily demonstrated knowledge as required by the International Code Council by successfully completing the prescribed written examination based on codes and standards then in effect, and is hereby issued this certification as:*

**Permit Technician**

*Given this day May 18, 2003*

Certificate No. 1026662

A handwritten signature in black ink, appearing to read "Stuart Tom".

**Stuart Tom, P.E., CBO, FIAE**  
President, Board of Directors

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**Dominic Sims, CBO**  
Chief Executive Officer

