

# Residential Building Application Submittal Requirements

## **GENERAL REQUIREMENTS:**

Electronic submittal required. Attach all documents and plans with completed web application or contact the Permit Center for further assistance – 253-447-4356. Complete set of plans, supporting documents and reports should be submitted as PDF files.

Separate PDF documents should be provided for each document type (e.g. geotechnical report, structural calculations, storm report). Files should be named to clearly identify the type of document.

All plans and details are to be drawn to scale and fully dimensioned. Plans shall be on 24" x 36" paper. Minimum scale  $\frac{1}{4}" = 1'$ .

All comments must be original and incorporated into the original tracings (no pencil markings).

The following information shall be on the cover sheet: owner's name, project address, parcel number, square footage breakdown and code editions and all design parameters.

## **SITE PLAN REQUIREMENTS:**

Site plan on 8 ½ x 11" paper with minimum scale of 1"=30'.

Scale; North arrow; high water mark; lot drainage; location of well; easements; driveway and roads septic tank and disposal fields; contour lines in 2' elevation increments; distance between septic tanks, buildings, wells and structures; all existing and proposed structures; distance from property lines on all sides; show type and location of all retaining walls and slope stabilization; show size and location of propane tank; street trees including species, caliper and location (as applicable); all cantilevers with given dimensions from structures to property lines (setbacks). See sample site plan for a detailed example.

## **STORMWATER INFILTRATION:**

Stormwater documents applicable to the 2015 Pierce County Stormwater Management and Site Development Manual. Exemption: 500sf (or under) of new or replaced impervious surface - unless required by the City.

Underfloor drainage system shall be indicated on foundations plans and shall incorporate hard piping.

## **ENERGY CALCULATIONS:**

Provide WA State Energy Code Data Worksheets – [www.energy.wsu.edu/BuildingEfficiency/energycode.aspx](http://www.energy.wsu.edu/BuildingEfficiency/energycode.aspx).

## **ENGINEERING REQUIREMENTS:**

Provide stamped and signed engineering calculations for the project.

All engineering requirements are to be shown on plans. All plan sheets which show any engineering shall be stamped by the engineer of record.

## **FLOOR PLAN REQUIREMENTS:**

Identify all rooms and spaces include location of plumbing fixtures, water heater, furnace, all appliances and type of fuel/energy.

Show walls, partitions, windows and doors (noting all sizes and types).

Identify size and location of underfloor and attic access.

Note guardrail type, height and rail spacing.

Show stairs width, rise and run.

Location of A/C – D/C interconnected smoke alarms and carbon monoxide alarms.

Identify landings at all exterior doors.

Label all fireplaces and hearths including wood or pellets stoves (show size and type).

### **FOUNDATION/FLOOR FRAMING PLAN REQUIREMENTS:**

Include the following: size and location of all footings and rebar; foundations and piers; size, span and spacing of all floor framing members; size and spacing of all anchor bolts; post/beam size including connectors used; type of floor sheathing; hold downs and attachment; size and location of under floor access and cross ventilation; deck and porch footings/piers; show separate floor framing layout for upper floors; and foundation vents;

Floor joists and floor trusses with manufacturer's layout are to be submitted at time of application. The layout should illustrate compliance with the engineer of record's requirements.

### **ELEVATION REQUIREMENTS:**

Show all sides of proposed project; all exterior grades, floor and roof heights; roof pitch; all posts, decks, overhangs and details; and windows and doors shall match location on floor plan.

### **ROOF FRAMING PLAN REQUIREMENTS:**

Include all of the following: size, span and spacing of all framing members; size and location of all beams, headers and posts; type, size and nailing of roof sheathing; size and location of fireplace chimneys and skylights; size and location of all ridges, hips and valleys; size and type of all framing hardware such as hangers clips, straps, etc; and, attic units.

Each individual truss shall bear the same designation as the truss calculations.

### **TRUSS CALCULATIONS:**

Truss calculations with truss layout are to be submitted at time of application. Calculations shall be site specific, either with address or parcel number. Plans shall be stamped and signed by the truss engineer.

### **CROSS SECTION REQUIREMENTS:**

Complete detailed building construction cross section through entire building.

Indicate all material to be used including, but not limited to the following: wall construction; insulation (floor, roof and wall); sheathing; sheetrock (type and thickness); footing size and depth; piers, girders, posts and hangers; decks; rafters/trusses; top plates, studs and sole plates (show size and details); complete construction cross sections of fireplace and chimney framing; type of material to be used under cantilevered floor joists; and, roof overhangs.

### **DETAIL REQUIREMENTS (minimum 1/2" = 1' scale):**

Provide all necessary construction details for all work shown. Details shall include the following: All engineering details and schedules shown or referenced in structural calculations; footings, piers; pier/beam; post to girder; deck to house, roof to house, walls-porch to house; header connections; interior footings; retaining walls; pony walls, drag strap connections; beam to joist connection; roof eaves; and top plate splice.