Form #B61

PERMIT SUBMITTAL REQUIREMENTS FOR

Residential Addition/ Remodel/Alteration

PERMITTING & DEVELOPMENT
BUILDING
DIVISION
121 5th Avenue N
P: 425.771.0220
www.edmondswa.gov

The purpose of this handout is to assist the public in complying with the detailed permit submittal requirements. It is not a complete list of permit or code requirements and should not be used as a substitute for applicable laws and regulations. It is the responsibility of the owner/design professional to review the submittal for completeness. Only complete applications will be accepted by the city for review.

PERMIT REQUIRED: A permit is required to add, remodel, alter, enlarge, repair, move, improve, remove, or convert a dwelling.

CODES: Current Edition Adopted

- International Residential Code
- Uniform Plumbing Code
- Washington State Energy Code (WSEC)

FEES:

- Additions - based on square footage
- Interior Remodels - based on licensed contractor's bid

SUBMITTAL REQUIREMENTS:

1) RESIDENTIAL PERMIT APPLICATION Form A

TWO (2) COPIES OF THE FOLLOWING:

2) CRITICAL AREAS CHECKLIST

A Critical Areas Determination, issued by the Planning Division, must be completed and on file with the City. Provide applicable information as indicated by the decision.

3) SITE PLAN

It is the applicant's responsibility to submit a true and accurate site plan, scaled 1=20', containing the following information:

- ☐ Property owner's name and street address.
- ☐ North arrow designation and property line dimensions.
- ☐ Streets, approaches, driveways, sidewalks, alleys, easements (public and private), paved areas, street dedications and adjacent City right-of-way (developed or undeveloped).
- ☐ Sewer manhole location, sewer stub location, proposed sewer lines and cleanouts, water meter location, water service line, gas, cable and phone lines, fire hydrants, telephone poles, utility transformers, etc.
- ☐ Existing critical areas including physical features and water courses of any size (i.e., streams, creeks, ponds, ditches, etc.). Show any proposed critical area buffers and setbacks.
- ☐ Dimension all buildings and structures (label them existing or proposed), indicate setback distances from property lines, call out lot area and structural lot coverage. Structural lot coverage includes the total ground coverage of all buildings or structures on a site measured from the outside of external walls or supporting members or from a point 2.5 feet in from the outside edge of a cantilevered roof, whichever covers the greatest area. Provide a square footage for each structure as well as coverage as a percentage of total lot area.
- ☐ Accessory structures and projections, decks, porches, hot tubs/pools, cantilevered structures, bay windows, chimneys, eave lines, breezeways, patios, sheds, fences, etc.
- ☐ Retaining wall location with typical section detail.
- ☐ Rockery location. Rockeries and retaining walls may be no taller than three (3) feet above original grade when located within a required setback area.
- ☐ Datum point and building height calculations. *(See page 5)*
- ☐ Elevation grades at the property corners. Topographic grades to be shown at two (2) foot intervals across the lot. Indicate lot slope and driveway slope.
- ☐ Existing impervious area calculations (Pre and Post July 1977).

- ☐ Designated flood plain sites must provide basement, first floor elevations and the lowest proposed elevation of the footing, foundation wall, and finished floor stamped by a licensed land surveyor, based on base flood elevation.
- ☐ Type and diameter-at-breast-height of existing trees, labeled 'to be retained' and 'to be removed', with description of how retained trees will be protected.

4) STORMWATER MANAGEMENT PLAN

Submit a completed Stormwater Classification Worksheet with all storm system plans. For Low Impact Development (LID) and/or an infiltration system proposals, see requirements including approved soil testing methods and standard details. Stormwater Handouts, ECDC Chapter 18.30 and the Stormwater Supplement are available for reference.

5) GRADING PLAN

When grading exceeds 50 cubic yards, provide a grading plan scaled 1"= 20', with yardage calculations specifying the number of cubic yards removed, filled or graded. Show existing grade contours and proposed finished grades at two (2) foot intervals.

6) WORKING DRAWINGS, scaled ¼"= 1'

GENERAL NOTES

- ☐ Name and address of property owner and project contact person.
- ☐ Copies of recorded access or utility easements.
- ☐ Zoning, lot square footage, building pad area, and structural lot coverage.
- ☐ Design loads: Dead, live & wind
- ☐ Soil classification (i.e., soil bearing 2000psf) concrete strength, reinforcement steel grades.
- ☐ Specify timber species and lumber grades, plywood span indexes for roof, wall, floor sheathing.
- ☐ Nailing schedules for floor, wall, roof sheathing
- ☐ Type of heat
- ☐ Glazing to floor area percentage.

FOUNDATION PLAN *(Attachments B & C)*

For additions, a site specific foundation plan is required and shall be designed based on the soil classification determined on site. Show the following:

- ☐ Slab, footing and wall dimensions, thickness and height, grade of reinforcing steel, spacing and size of vertical and horizontal rebar and anchor bolts.
- ☐ Connection detail between the floor diaphragm and foundation.
- ☐ Location and size of foundation vents and crawlspace access opening.
- ☐ Isolated footings with reinforcement and connectors. *(Attachment H)*
- ☐ Location of hold-downs or other metal connectors. *(Attachment H)*
- ☐ For slabs: provide insulation, thermal break, aggregate and vapor barrier details.
- ☐ Foundation drainage detail. Footing drains are required around all concrete and masonry foundations that retain earth and enclose habitable or useable spaces located below grade and for crawlspaces when a minimum 6" slope within the first 10' of the foundation wall is not achieved, or when a Geotechnical Engineer calls out footing drain requirements in a report. (See Example C1 for footing drain requirements; when a Geotechnical report is provided the foundation drainage recommendations in the report shall govern)

NOTE: Footings and foundations shall be constructed of masonry and/or concrete, unless an alternate design is approved by the City. For habitable structures the footing must extend below the frost line 18" minimum. Bearing walls shall be of sufficient size to support all imposed loads; walls greater than 4 feet exposed, with unequal backfill, or supporting a surcharge, shall be designed and stamped by a Washington State licensed engineer with design calculations submitted for review.

TABLE R403.1
MINIMUM WIDTH OF FOOTINGS (inches)

	LOAD-BEARING VALUE OF SOIL (psf)			
	1,500	**2,000**	**3,000**	**≥ 4,000**
Conventional light-frame construction				
1-story	13	12	12	12
2-story	17	13	12	12
3-story	20	15	12	12

CONSTRUCTION AND SECTION DETAILS

(See attachment C)

Timber species, lumber grade and nailing patterns shall be noted near the appropriate detail.

- ☐ Framing cross sections from foundation through roof and plan views (with appropriate cross references) show joist and stud size, spacing, direction, support, connections, blocking,

headroom, insulation, foundation and footing drain.

- ☐ Engineered lateral calculations are required when the "conventional construction" wall bracing provisions cannot be met.
- ☐ Locate and detail all seismic hold-downs, anchor bolts, drag strut locations, post and beam connections, rafter and truss clips; specify manufacturer, model number and size.
- ☐ Clearly indicate exterior and interior braced wall location(s), specify nailing patterns. *(See attachment H)*
- ☐ Provide detail showing how existing construction will be tied into the new.
- ☐ Typical bearing wall and roof section view; label all materials, insulation, sheathing, connections, exterior bracing, nailing patterns for roof, wall and floor sheathing, finish materials, roofing and siding.
- ☐ Roof construction, drainage, pitch, and attic ventilation.
- ☐ Provide load calculations for all beams spanning greater than 8′ or supporting point loads; specify connectors. Note: positive connection is required at all posts and beams. *(See attachment H)*
- ☐ For factory engineered trusses note positive connection, bracing and blocking requirements. All rafters or trusses shall be anchored to bearing walls with approved framing anchors. Note: Truss design sheets shall be submitted to the building inspector at the framing inspection. *(See attachment G)*
- ☐ For chimney construction, provide clearance from combustibles, detail hearth, roof clearance, lateral support and seismic strap connections. Supply manufacturer's listing for factory built units, inserts, flues, woodstoves, etc. at framing inspection.
- ☐ Stair, handrail, guards, headroom, landing, deck details. Note: enclosed useable space under interior stairs requires 1/2″ gypboard on walls and ceiling. *(See example I)*

FLOOR PLAN *(See attachments D, D1 & G)*

- ☐ Direction, spacing, size and species of structural beams, joists, rafters and trusses.
- ☐ Dimension and specify use of each room and/or area, indicate the square footage of each floor.
- ☐ Distinguish new construction from existing.
- ☐ Stairway, door and hallway widths, smoke and carbon monoxide alarm locations.
- ☐ Location, access and clearance to crawl and attic spaces. Specify opening dimensions.
- ☐ Mechanical and plumbing fixtures/appliances.
- ☐ Specify size for doors and windows. Provide openable area and sill height of egress windows in all sleeping rooms.
- ☐ Show extent of fire separation drywall between garage and living space and garage attic areas or habitable spaces over garage.
- ☐ Show required lighting for interior and exterior stairways.

ELEVATION VIEWS *(See attachment E)*

- ☐ Front, rear, sides, average grade and finished floor and roof elevations.
- ☐ Roof overhangs, decks, porches, stairways, walkways, breezeways, cantilevered structures, chimneys, roof decks, guardrails, handrails, landings, stairs, siding, roof material, etc.
- ☐ Show location and size of windows, doors, sliders, skylights, etc.
- ☐ Show the proposed height of the residence and the maximum allowed taken from the average grade as determined by the height calculations.

HEIGHT CALCULATIONS *(See attachments A & E)*

- ☐ Height rectangle. Stake out the smallest rectangle that encompasses all four corners of the proposed building at original, undisturbed soil grade. Include decks when covered by a roof and projections such as bay windows. Chimneys and eaves are exempt if they project no more than 30 inches. Note, detached structures must have separate height calculations.
- ☐ Select a datum point to establish a starting point to compute height calculations. The datum point must be a permanent point of reference and be located off site (i.e. top of a manhole cover, fire hydrant, or street monument). Reference the datum point at elevation +100.
- ☐ Calculate the elevation at each corner of the height rectangle relative to the datum point mark of +100 (or the actual surveyed elevation, if available). Values may be higher or lower than that of the datum point.
- ☐ Add the four corner elevations and average - this figure is the average grade.
- ☐ Add 25 feet to the average grade for a single family residence. This figure is the maximum height allowed at the proposed project location.
- ☐ On the plot plan show the elevations at each corner of the height rectangle, the datum point grade, as well as the lines of average grade, proposed building height, and maximum allowed height.

- ☐ Height field verification shall be done by the applicant's agent/contractor and 'observed' by the building inspector. The agent/contractor shall set up the equipment; establish the datum point and the point of average grade. These items must be consistent with the approved plan.

If the proposed height of a building (as shown on the plans) is within 12 inches of the maximum height permitted for the zone an elevation survey is required. An elevation survey consists of three components, to be conducted by a licensed surveyor.

1) Prior to construction the surveyor shall establish average grade as specified in ECDC 21.105.010, and shall establish a reference datum point that will be undisturbed and can be freely accessed.
2) The surveyor shall locate the elevation of the first floor prior to the City under-floor inspection.
3) A final letter of height confirmation shall be provided upon completion of the structure.

STRUCTURAL CALCULATIONS

Plans which do not meet conventional construction must be designed in accordance with the structural provisions of the International Building Code by a Washington State licensed Design Professional with supporting calculations.

ENERGY (WSEC)

- ☐ Show R values of insulation and U values of glazing; for additions, show energy credits proposed to meet energy code requirements.

MECHANICAL

- ☐ Include source specific and whole house ventilation (fans) on the plans including fan location(s) and cfm sizing.

Property Owner Name
Property Address
Tax Account Parcel #

#B57

SAMPLE SITE PLAN

Scale: 1"=20'

IMPERVIOUS SURFACE CALCS (SOLID SURFACES)
Exist. Building Roof Outline: 2200 sf. (constr. in 1962)
Existing Covered Porch: 75 sf. (constructed in 1962)
Existing Driveway: 610 sf. (constructed in 1987)
Existing Patio: 200 sf. (constructed in 1985)
Proposed Addition: 440 sf.
Proposed Garage: 500 sf.
Proposed Deck: 90 sf.

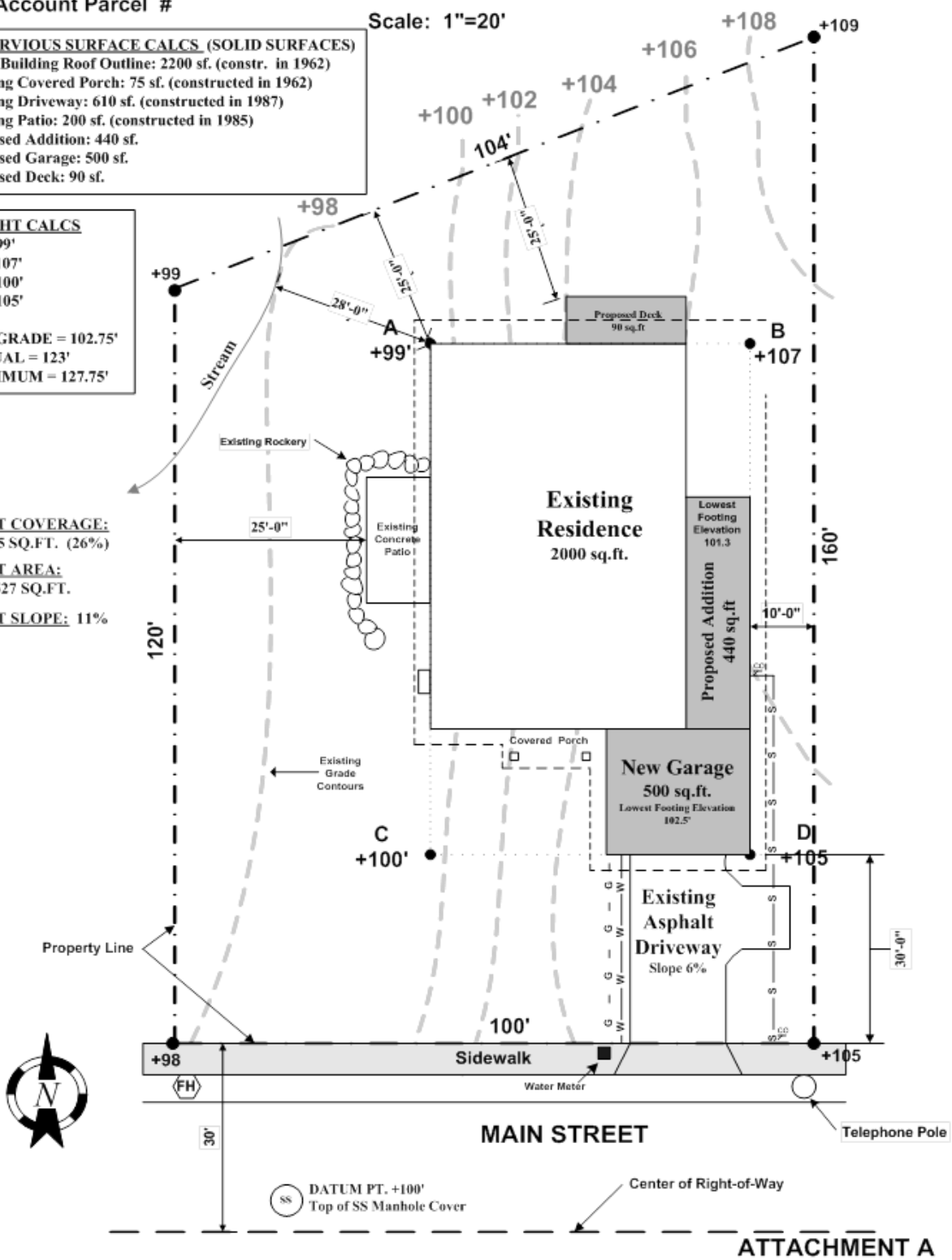
HEIGHT CALCS
A = +99'
B = +107'
C = +100'
D = +105'

AVE GRADE = 102.75'
ACTUAL = 123'
MAXIMUM = 127.75'

LOT COVERAGE:
3515 SQ.FT. (26%)

LOT AREA:
13,527 SQ.FT.

LOT SLOPE: 11%

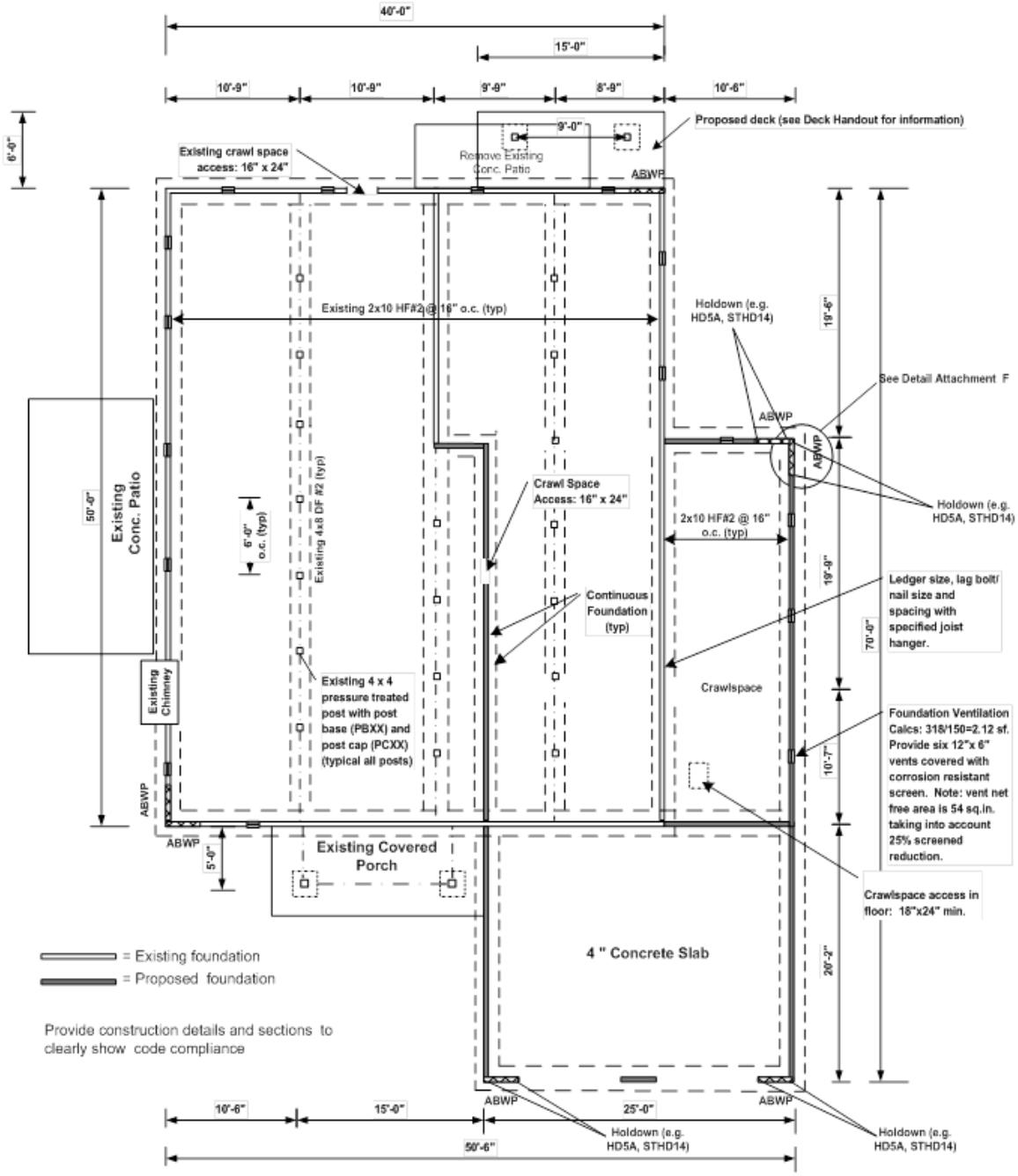


ATTACHMENT A

SAMPLE FOUNDATION PLAN

INCLUDES 1ST FLOOR FRAMING

SCALE 1/4" = 1'-0"



**Provide 6 mil black polyethylene moisture barrier throughout crawlspace, lap seams 6" and seal.

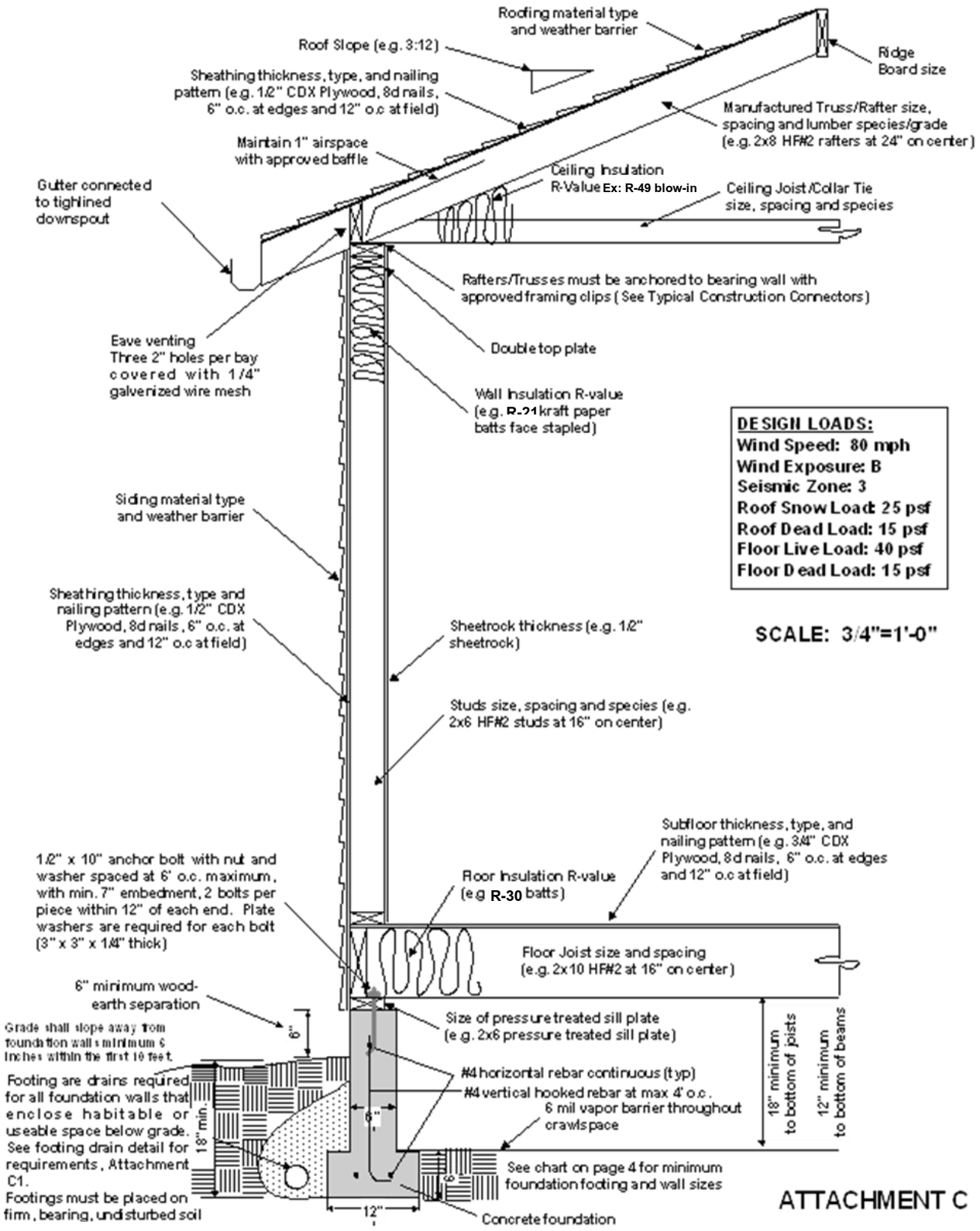
**All wood in contact with concrete or exposed to weather must be pressure treated or naturally resistant to decay.

**Footings to bear on 2000 psf. undisturbed soil. Specify Soil Type: i.e., Silty Gravel

ATTACHMENT B

SAMPLE SECTION VIEW

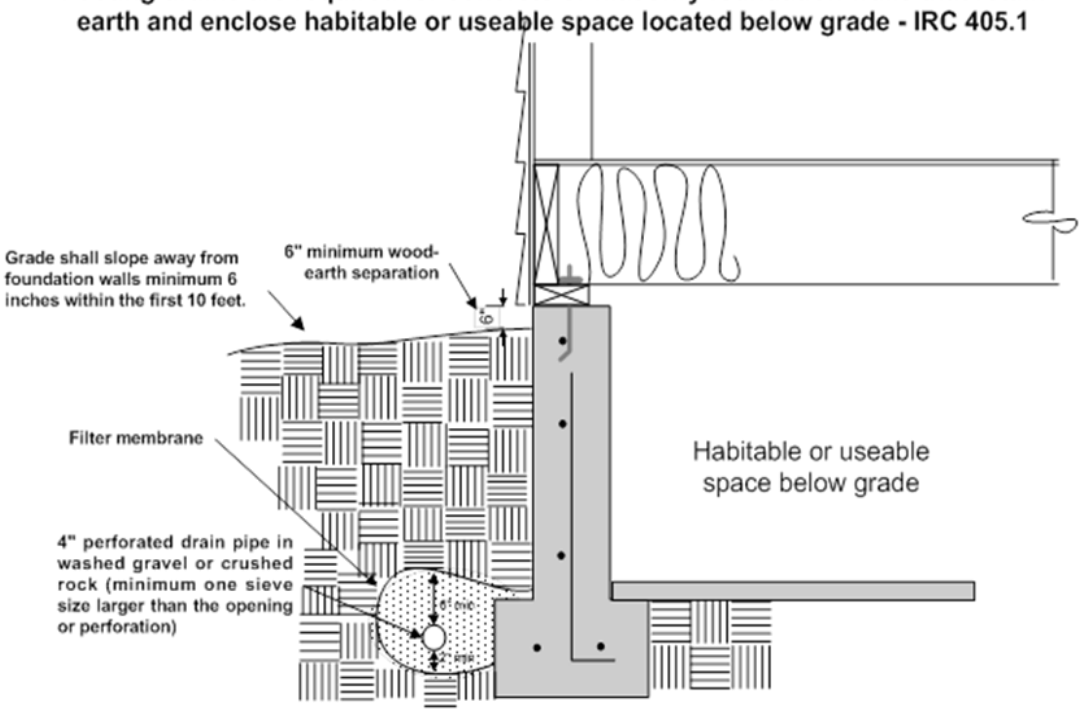
(FOR CONVENTIONAL LIGHT-FRAME WOOD CONSTRUCTION)



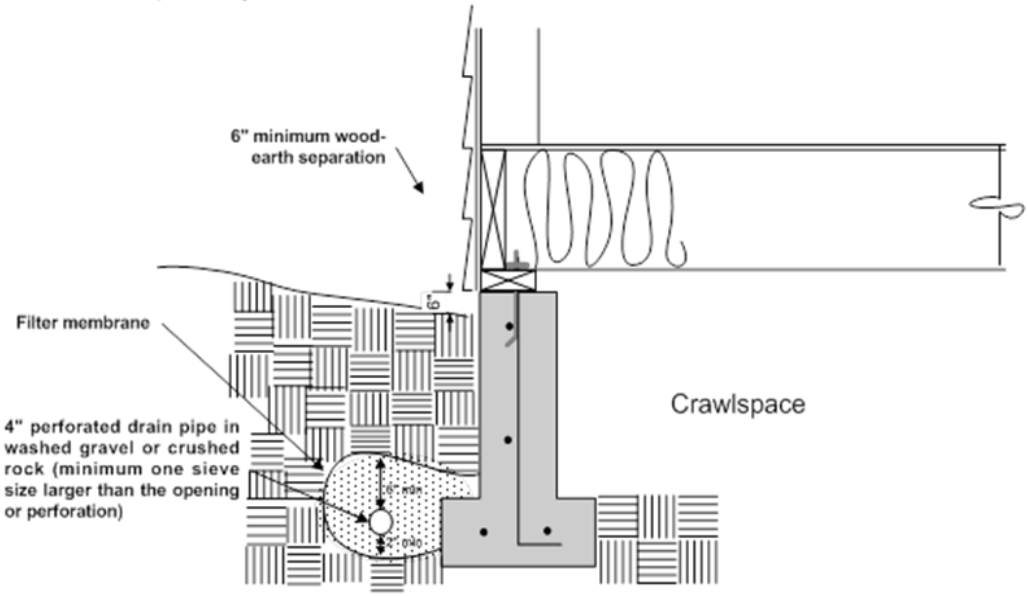
ATTACHMENT C

Foundation Drainage Examples

Footing drains are required for concrete or masonry foundation walls that retain earth and enclose habitable or useable space located below grade - IRC 405.1



Footing drains are required for crawlspaces if topography does not allow for minimum 6 inch slope away from the foundation wall within the first 10 feet - IRC 401.3

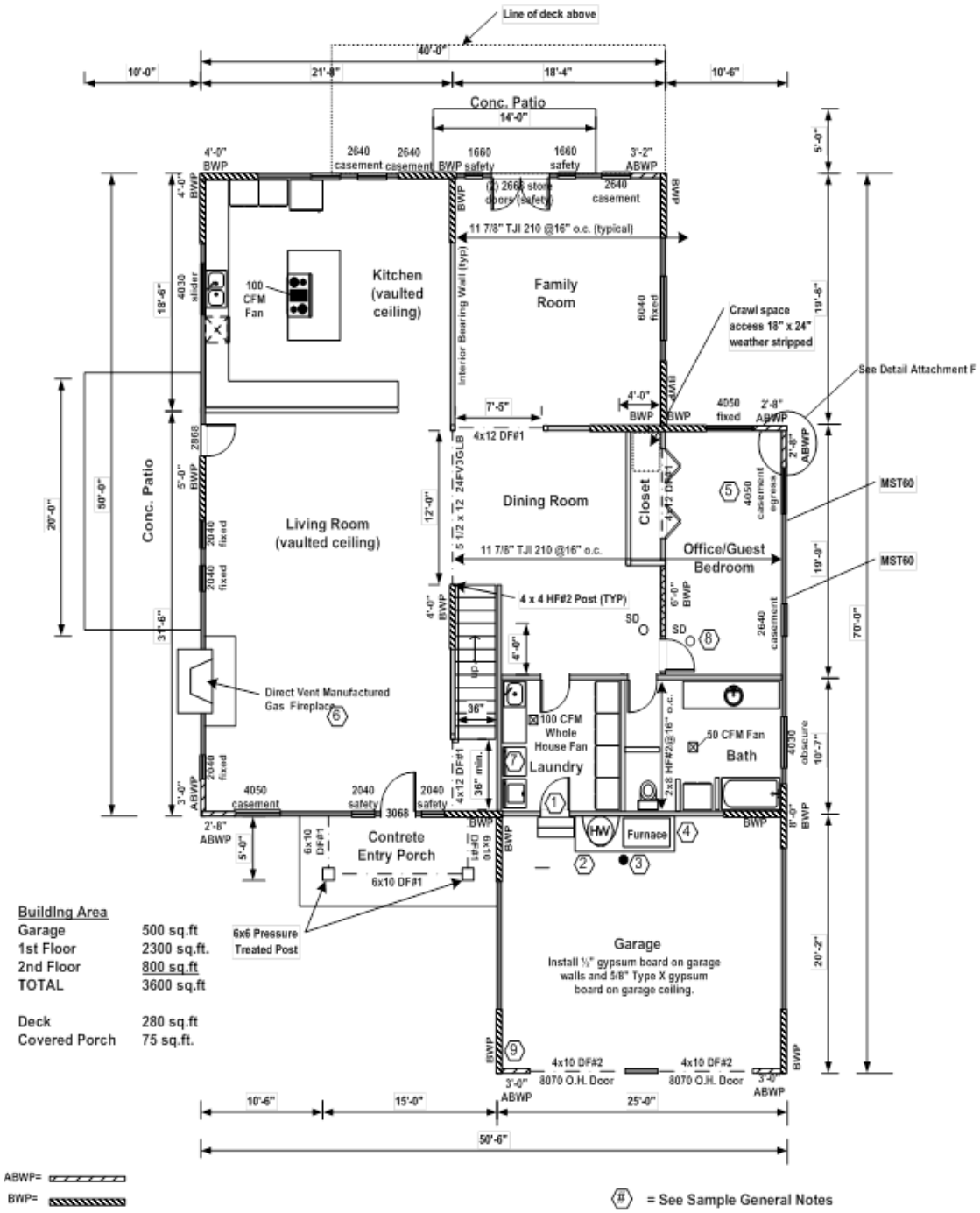


ATTACHMENT C1

SAMPLE FLOOR PLAN

INCLUDES 2ND FLOOR FRAMING

SCALE 1/4" = 1'-0"

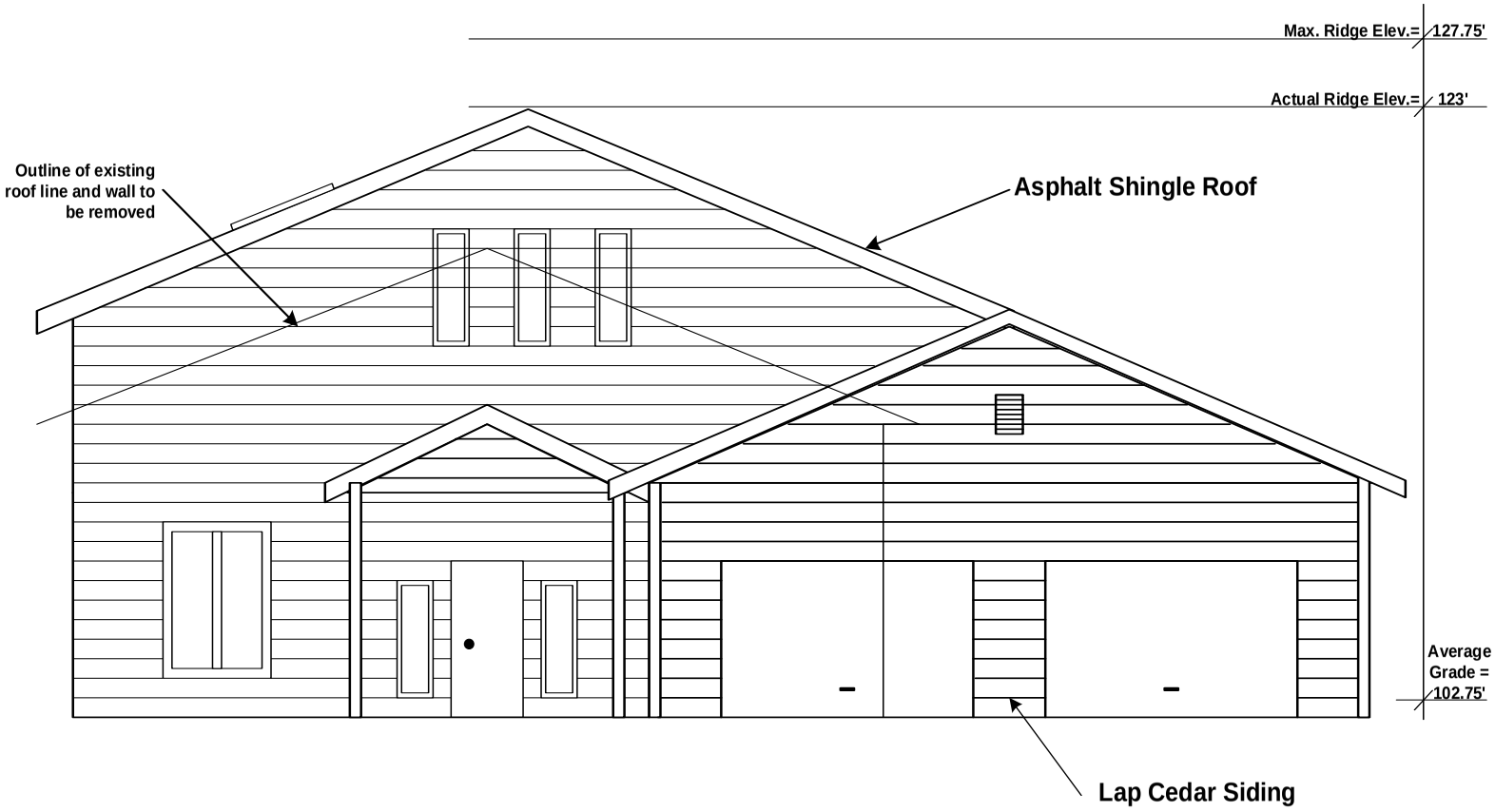


Building Area	
Garage	500 sq.ft
1st Floor	2300 sq.ft.
2nd Floor	800 sq.ft
TOTAL	3600 sq.ft
Deck	280 sq.ft
Covered Porch	75 sq.ft.

6x6 Pressure Treated Post

ATTACHMENT D

SAMPLE ELEVATION

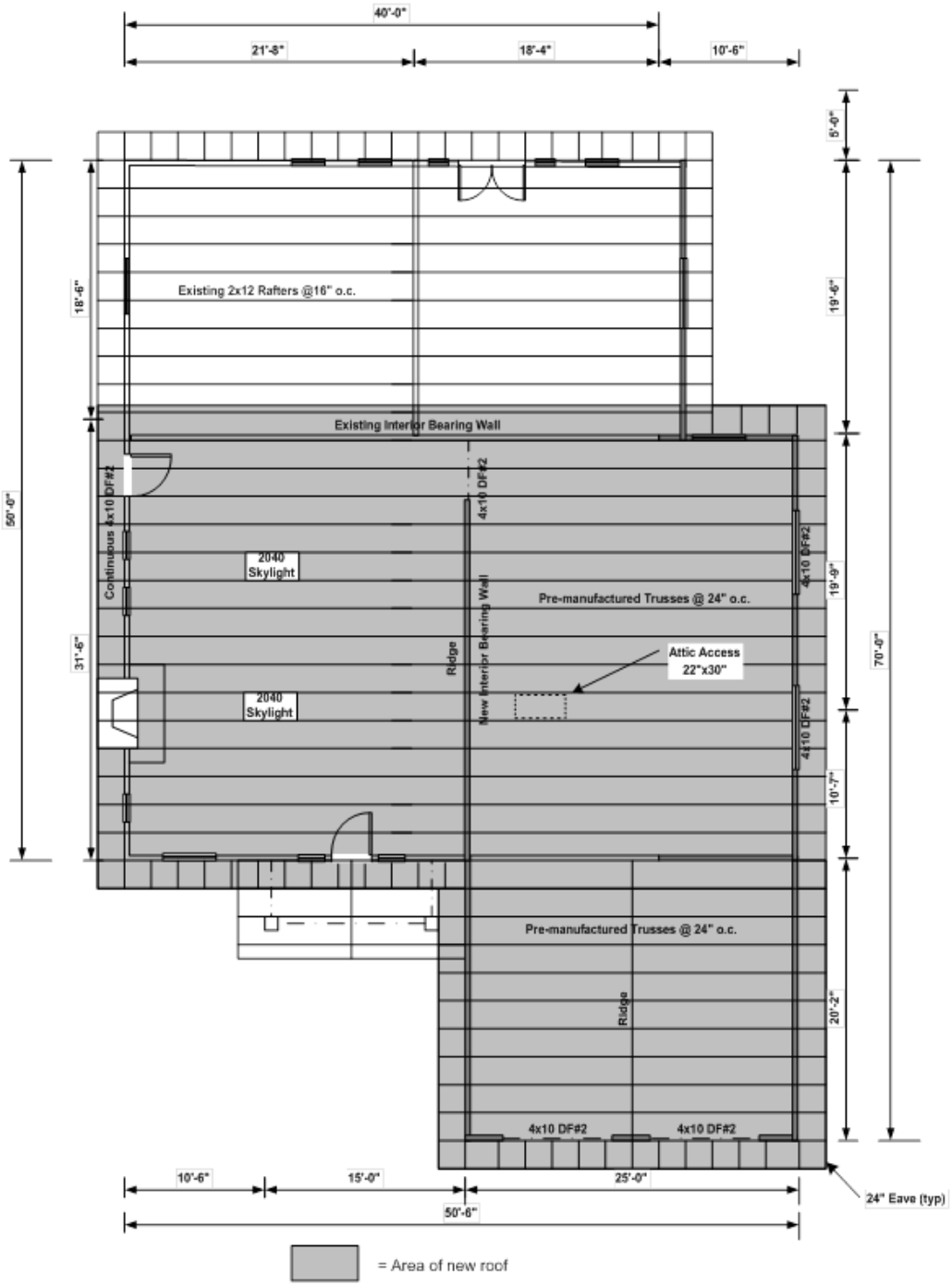


SOUTH ELEVATION

ATTACHMENT E

SAMPLE ROOF FRAMING PLAN

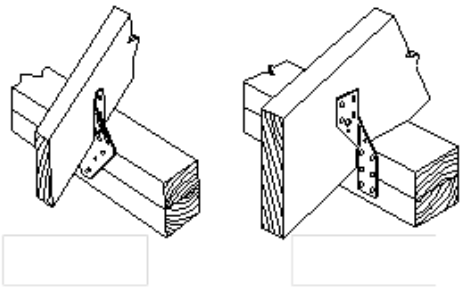
SCALE 1/4" = 1'-0"



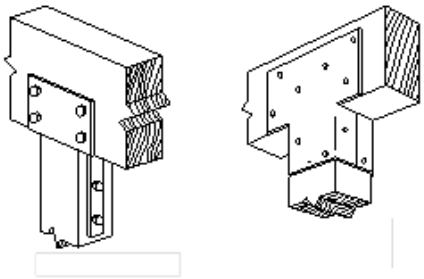
Truss specifications stamped by a Washington State Licensed Professional Engineer to be provided on-site to Building Inspector at framing inspection.

ATTACHMENT G

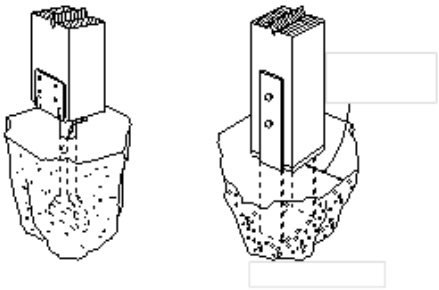
TYPICAL CONSTRUCTION CONNECTORS



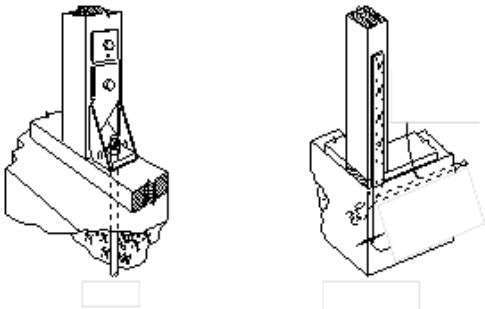
Rafter/Truss Clips



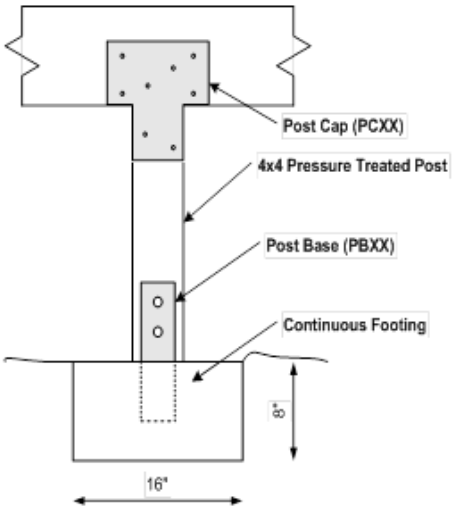
Post-Beam Connectors



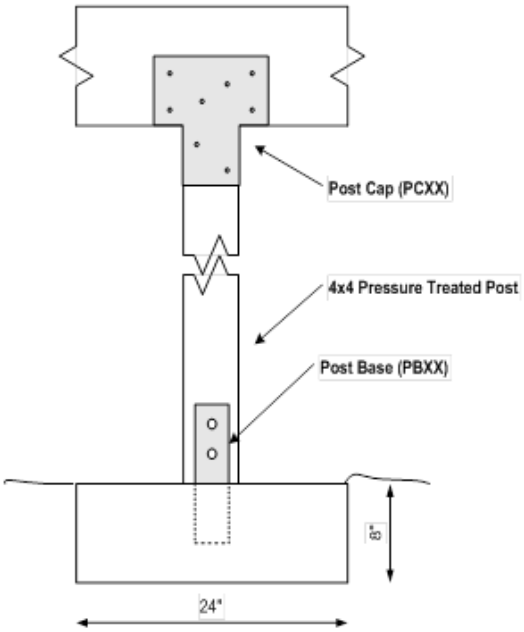
Post-Pier Connectors



Holdowns



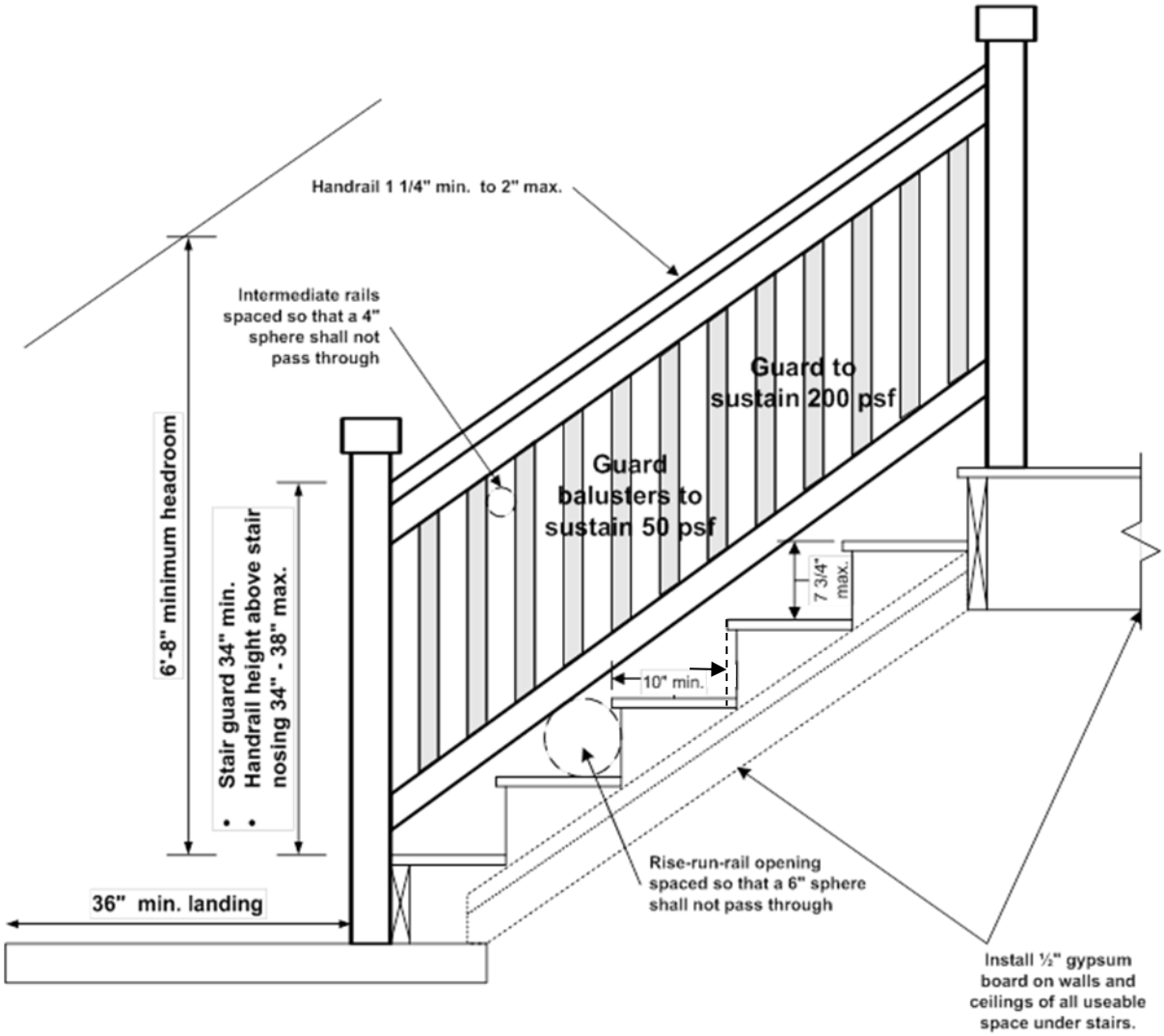
Typical Crawlspace Post & Beam



Entry Porch/Deck Post & Beam

ATTACHMENT H

Sample Stair Detail



ATTACHMENT I