



Building Department

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Residential Building Permit Requirements

NEW

SINGLE FAMILY, DETACHED STRUCTURES.

This is a guideline to help you understand the requirements for obtaining a residential building permit. The specific rules and regulations that will apply to your application will depend on Zoning Codes, as well as, building. This is provided as a guide for your submittal and will also be used as a basis of review.

A. **Pre-Application Meeting :** The Building/Planning/Public Works Divisions will pre-review certain building permit applications prior to intake acceptance. Please contact the Permit Center at 425-672-2250, to schedule an appointment for projects of the following type:

1. Residences that are on property with sensitive areas (shorelines, steep slopes, wetlands).
2. Non-residential building projects and multi-family residential projects.
3. Single family residences which will exceed 5000 square feet gross

B. **Building Application:** The building application establishes the scope of work, the property owner and/or the agent, and the contractor. Please fill out the application and Affidavit of Applicant Status and/or Affidavit Regarding Contractor Registration. Currently Plumbing and Mechanical Permits are to be applied separately and Electrical permits are issued by the Washington State Department of Labor and Industries.

C. **Geotechnical Engineering Report:**

1. Three (3) Copies of Geotechnical engineering report: for slopes of 15% or greater.
2. Wet stamp needs to be original (on one set minimum) with current expiration date (not expired) with original signature (contrasting ink).
3. Cover sheet must reference the site address as shown on the plan set/application.

D. Proof of Legal Lot: This describes the parcel of land identified by the property tax account number (or parcel number). It describes a legal lot and is identical to the parcel found in the Assessor's maps and the required plot plans. It is acceptable to submit a legal description of the parcel as it appears on deeds, or in records at the Assessor's Office. Legal descriptions are used to check the dimensions of a parcel, uses allowed by the current zoning, and any underlying restrictions (such as setbacks from the property lines or form easements, lot coverage, or height of buildings). Legal descriptions are also used to check for sensitive areas and other planning control

Site Plan: The site plan is a graphical presentation of your entire lot as seen from an aerial view. For planning purposes, zoning, sensitive areas, drainage, and other reviews, two copies must be submitted, drawn to an engineering scale showing entire lot.

The following identifies some graphical notes and text required on the site plan:

1. Scale (the engineering standard is 1" = 20') and North Arrow.
2. Single Family Site Plan (11" X 17").
3. Street Address, Subdivision, and Lot Number (if applicable).
4. Indicate Lot Square Footage.
5. Location and Dimensions of all property lines and easements, including sensitive area tracts, sensitive area setbacks, or native growth protection, easements (NGPE) and building setback lines per Brier Municipal Code
6. Location and Dimensions of any plat or short plat restrictions.
7. Show proposed building footprint and roof overhangs
8. Location and Dimensions of all existing and proposed buildings, including porches and decks; structures including rockeries and retaining walls; their uses, and distances to property lines.
9. Retaining Walls, and Rockeries; Include height of rockeries and retaining walls measured from bottom of footing.
10. Identify Existing Buildings to remain, those scheduled for demolition, removal or relocation.
11. Label Additions—highlight them in some manner.
12. Show Location of On-Site Parking (single family homes need spacing for two cars) and Driveways.
13. Show site access and if site is accessed by private drive, indicate how many other lots are served from private drive. For corner lots, show both cross streets, show roadway center lines, and road right-of-way lines. Also verify sight distance triangle requirements.
14. Give Name and Dimension, of adjacent streets, alleys, private streets, and cul-de-sacs. Provide radius of cul-de-sacs.
15. Show Surface Grade Elevation, (existing and finish) at property and proposed building corners, including lowest footing elevation and finished floor elevation.
16. Show Any Portion of the Site that Slopes at more than 15%, or if a stream, wetland, or water body exists,
17. Show topographic contours. (Maximum contour intervals equal 5'.)
18. Show Top and Toe of all slopes inclined at 40%. Show any Past Excavation, Filled Areas, or Cleared Areas (indicate depth of cut/fill)... If on or adjacent to a Shoreline, show Ordinary High Water Mark (OHWM), the name of the body of water, and the distances to proposed and existing structures. Indicated the appropriate setback from the OHWM. OHWM must be verified by a professional. This information should match FEMA Certificate.
19. Show all environmentally sensitive areas, and include required special studies. Present a Written Statement of the Scope of Work relating to clearing and grading. Show clearing and grading limits on plan.
20. Indicate Impervious Surface Coverage in square feet and in percentage of lot. This is an artificially covered or hardened surface that prevents the percolation of water into the soil, including gravel.
21. If an addition, please note impervious surface coverage existing, proposed, and total in square feet and in percentage of lot. Average Finished Grade; delineate the smallest square or rectangle that can enclose the building and then average the elevations taken at the corner-points of each side of the square or rectangle; provided elevations do not include berms.

F **Provide Temporary Erosion Control** For any permit subject to sensitive area/grading/clearing review, the applicant must submit an erosion and sedimentation control plan in accordance with the Storm water Management Manual for Western Washington (SMMWW). Depending on the conditions of your site, a specific erosion control design by a professional may be required as a condition of your permit review. This plan should include all of the following (please provide two copies)

1. Show Appropriate Erosion Control Practices required during construction to protect city drainage systems and adjacent properties. These controls must be in place before site preparation or construction and must be properly maintained during the entire construction process.
2. Show your Required Construction Entrance with dimensions and materials specified.
3. Locate all Temporary Silt Fences. Silt Fence must be placed on all downstream areas.
4. Provide a Detail for your silt fence installation, which meets with the SMMWW. See details provided in Reference Section.
5. Show Locations of on-site storage of spoils and specify method of covering and securing.
6. Indicate Areas of the site to be covered with mulch, straw or hydro-seed.
7. Show Other Erosion Control Methods as required to keep all materials on site.
8. Include Standard Erosion Control Notes and Erosion Control Notes from the SMMWW. (provided in Reference Section.)
9. Show any Rivers, Creeks, Streams, Ravines, Springs, Wetlands, Lakes, Ponds, Bogs, Seeps, or Areas of Saturated Ground and distances to structures.
10. Show the Process for Disposal of discharge from roof and footing drains. Indicate Impervious Surface in square feet. If this area is greater than 5,000 square feet, or if runoff and storm water are collected from areas greater than 5,000 square feet, a drainage study is required.
11. Show Proof of Legal Access,
12. Show the Outlines of Proposed and Existing Clearing Limits.
13. Specify square footage of the proposed and existing clearing Include the Following Information:
 - a) The total quantity of excavation and embankment in cubic yards.
 - b) The total quantity of surplus or unsuitable excavation to be exported from the site.
 - c) The proposed disposal site with anticipated haul routes.
 - d) The total quantity of material to be imported to the site.
 - e) The total area to be cleared or graded, in square feet.

Notes: Impervious surface is an artificially covered or hardened surface that prevents the percolation of water into the soil. Roof tops, swimming pools, paved or graveled roads, driveways and walkways, and packed earthen materials are all examples of impervious surfaces. **Clearing limits** and clearing covenants for “native vegetation retention areas” are required for many residential permits per the SMMWW and plot conditions.

G. Construction Documents: The construction documents are a graphical representation of the structure you are planning to build. Two complete sets of plans are required by the building division, one for the field, and one for public record. These are used to provide the City of Brier with information on how you plan to construct your project. Documents must be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the International Residential Code, relevant laws, ordinances, rules and regulations, as determined by the Building Official.

The following items must be provided in order to properly apply for a building permit, including new construction, additions and renovations More than 700 Sf

1. Residential Design Requirements

ROOF SNOW LOAD:	25 psf
WIND SPEED:	85 mph gust - 70 mph sustained
SEISMIC DESIGN	CATEGORY: D2.
WEATHERING:	Moderate.
FROST LINE DEPTH:	12 inches.
TERMITE:	Slight to moderate.
DECAY:	Slight to moderate
WINTER DESIGN TEMPERATURE:	26 degrees Fahrenheit
ICE SHIELD Underpayment:	No
FLOOD HAZARDS:	See SMC15.10
AIR FREEZING INDEX:	145
MEAN ANNUAL TEMPERATURE:	50 degrees Fahrenheit
ASSUMED SOIL BEARING:	1500 psf

2. Construction Drawings/Plans and Drawings Format

a.) Plan sets must be:

- 1) Clear and with legible writing.
 - 2) Stapled together with the site plan as the first sheet after or on the cover sheet.
 - 3) In order, with each page numbered consecutively.
 - 4) On substantial paper, in ink (no pencil drawings will be accepted).
- 5) Multiple sets are to be identical. Have all pertinent appropriately referenced throughout the plan sheets at all applicable locations
- 6) Full sized sets of plans unless specified otherwise.
 - 7) Minimum sheet sizes are 18"X 18", 18"X 24", 24"X 36" or 30"X 42".
 - 8) Minimum scale is $\frac{1}{4}" = 1' - 0"$.
 - 9) All lettering must be legible, i.e. 1/8" minimum for handwritten, 3/32" for CADD.
 - 10) North arrow.
- 11) Please note: due to the amount of information required to be shown on the floor framing and floor plans, we are no longer accepting floor framing overlaid with floor plans although the main floor framing may be included with the foundation plan, if all information is clear and legible.

b.) Cover sheet

- 1) Address, lot number, plat name (development) and plan model number.
- 2) Sufficient space must be provided on the cover sheet for City of brier to apply approval stamps and special notations. (6" x 12" minimum).
- 3) List of any Special inspection requirements.
 - 4) List of any Special Conditions or plat conditions.
 - 5) Plan sheet index or 10 or more plan sheets
- 6) *Washington State Energy Code* minimum insulation, glazing, heating, ventilation, and vapor barrier requirements specific to the project.
- 7) General notes.

c.) Foundation Plans

- 1) Shape, length, width and location of foundation footings, walls, and pier pads.
 - 2) Provide maximum wall height(s) and all stepped foundation locations.
- 3) Reference to typical foundation sections at various points around the foundation system to demonstrate clearance, footing depth below grade, clearance between grade and sill plate, maximum wall height, connections, anchor bolt size and spacing, connection between floor diaphragm and foundation, slab thickness, slab or floor insulation, drainage for foundation retaining wall.
- 4) Location and size of girder beams, posts, interior footings and their dimensions and required connections.
 - 5) Size and location of crawl space foundation vents.
 - 6) Size and location of crawl space access.
 - 7) Location and specific model number of required hold-downs. (Details necessary)
 - 8) Reinforcing steel grade and size to include lap splice requirements.
 - 9) Anchor bolt size, spacing and embedment depth.
 - 10) Anchor bolt washer size (2"X 2" X 3/16" IBC) and (3"X 3"X1/4" IRC).
 - 11) Foundation sill plate thickness and lumber grade.
 - 12) Ground Cover (6mil black poly).
 - 13) Location of shear walls and shear wall schedule.
 - 14) Other Spaces: Show and label space within foundation system, (i.e. garage, recreation room, storage areas).
 - 15) All appropriate engineering requirements.
 - 16) References to appropriate detail and detail sheet number.
- 17) Engineered Foundation: Stamped engineered plans with calculations are required for non-conventional foundation systems and/or sites with special soils conditions.
- 18) Foundation walls not meeting the prescriptive requirement of the IRC must be designed by a Washington State Licensed Engineer.

d.) Floor Framing Plan

- 1) Location, size, grade and species of posts, girders, beams, headers, and bearing walls.
 - 2) Size, grade, species, spacing, directions, support, connections, blocking, etc. of floor joists.
 - 3) Location of all required double and triple floor joist members.
 - 4) For manufactured I-joists. Provide all required details for the use of I-joists and label the plans as to where the specific detail is located. This would include any nailing patterns, web-filler material, squash blocks, rim material, blocking including pressure blocks, and any other design component required by the joist manufacturer.
 - 5) The beams and joists called out on the I-joist plan must match the floor plans.
 - 6) Blocking, girders, cross-bracing, floor sheathing, insulation, etc.
 - 7) Locations of all shear walls and shear wall schedule.
- 8) Specify all connectors and straps such as foundation to post, post to beam or girder, and those used for shear transfer.
- 9) All appropriate engineering requirements.
 - 10) References to appropriate detail and detail sheet number.

e.) Floor Plan

- 1) Show arrangement of walls, note proposed use and dimensions of all rooms; show stairs, hallways, bathrooms, decks, porches, and covered areas. (Note: basement, loft, bonus room, etc. do not indicate a use.)
 - 2) Provide square footage for each floor, including decks and all areas shown.
 - 3) Show location and dimensions of all windows, doors and skylights and indicate opening direction and size.
 - 4) Show bedroom egress window location, clear open size, sill height, and type of opening, i.e., slider, casement, etc.
 - 5) Show door size and type between the garage and dwelling.
 - 6) Identify required locations of safety glass.
 - 7) Location and type of all required bracing panels and/or shear walls.
 - 8) Shear wall schedule.
 - 9) All appropriate engineering requirements to include any critical attachments, straps or diaphragm connections.
 - 10) Show location of all plumbing fixtures, appliances used for heating and cooking, cabinets, smoke detectors, exhaust fans, stairways, attic access, under-floor access, fireplaces, etc. cfm sizes must be included at all fans.
 - 11) Specify stairway lighting and switch locations.
 - 12) Specify water heater size, efficiency and type, i.e. gas or electric.
 - 13) Specify seismic straps requirements for water heaters and detail accordingly.
 - 14) Specify maximum BTUs for furnace or heating equipment as identified in the Energy Code compliance form.
 - 15) Designate heated and unheated areas.
 - 16) References to appropriate detail and detail sheet number.
- 17) Identify bollard or other approved method for providing vehicular protection for the gas piping and/or mechanical equipment within the garage area.

f.) Wall Sections

- 1) Side view from bottom of footing or post to roofing.
- 2) Size of foundation, location of finished grade, size and location of rebar, sill plate, and anchor bolt size and spacing, hold-downs, etc.
- 3) Size, grade, and species of headers, beams, studs, insulation, wallboard, etc.
 - 4) Exterior wall framing size and frequency (i.e. 2"X 6" @ 16" O/C HF #2).
 - 5) Wall sheathing material and typical details for providing continuous shear flow.
- 6) Rafters, ceiling joists, trusses, sheetrock, insulation, venting, roof sheathing, roof felt, roof covering, roof pitch, vaulted ceilings, etc. Show size, grade, species, and spacing of materials as appropriate.
- 7) References to appropriate detail and detail sheet number.

g.) Roof framing

- 1) Size, grade, species, spacing, direction support, connections, blocking, etc. of all roof beams, headers, posts, rafters, purlins, and ceiling joists. For manufactured I-joists used for rafters, please provide details as required for floor framing.
- 2) Interior shear wall locations with details pertaining to shear transfer.
- 3) Location of bearing walls and any details that may be required.

- 4) Roof truss layout including specific location of girder and hip-master trusses, ridges, valleys, crickets and hips.
- 5) Show all connection details for collar-ties, drag struts etc. Note: Roof collar ties not meeting the prescriptive requirements of the IRC details require engineering calculations to be submitted.
- 6) Gable end details for typical attachment and required lateral support.
- 7) Typical details for attachment of truss/rafters to the wall framing members, to include required fasteners, blocking and nailing.
- 8) References to appropriate detail and detail sheet number.
- 9) Truss specifications may be required on larger systems or roof diaphragms that are considered irregular in shape.
- 10) The required 22"X 30" attic access with insulation dam needs to be indicated.
- 11) Provide calculations for the required attic ventilation and detail the required ventilation measures.

h.) Cross-Sections

- 1) Complete section views - front-to-back, side-to side, bearing soil to roof peaks with appropriate construction materials specified.
- 2) Side view from bottom of footing or post to roofing.
- 3) References to appropriate detail and detail sheet number.
- 4) Show typical roof section with all materials labeled; indicate size and spacing of all members; include all dimensions, venting, insulation, and connections.
- 5) Show a section of the stairs, include framing anchor connection of stringer to floor framing, rise, run, handrail height, and grasp dimensions, distance between any intermediate rails, fire blocking, minimum head room and landing size. Also specify a minimum ½" GWB fire protection for usable space under stairs.
- 6) Show typical foundation and floor section with all materials labeled; show size and spacing of all members; all dimensions, wall thickness, reinforcing bar size and spacing, reinforcing bar.
- 7) Show a section of the fireplace, including hearth and hearth extension. Include dimensions, materials, clearance from combustibles, height above roof, reinforcing, seismic anchorage and foundation details.
- 8) Show insulation R values in appropriate places on architectural sections and glazing class of windows and skylights.

i.) Elevation plans

- 1) For all sides of the structures with a minimum of four (4) elevation views.
- 2) Show finished earth grade, windows, doors, decks, landings, chimneys, roof pitch, and overhangs.
- 3) Show maximum site slope for a distance of at least 6 feet from the structure.
- 4) Height measurement to include:
- 5) Average finished grade datum elevation.
- 6) Highest point of structure datum elevation.
- 7) Overall height of structure as measured from average finished grade.
- 8) Roof: Show roof overhangs and chimney clearances from roof. Indicate pitch of roof.
- 9) Siding: Note exterior siding and roof covering. Provide detail of window and door pre-siding details per N.W. Wall and Ceiling Bureaus requirements or approved system.
- 10) Openings: Show doors, windows, skylights, sliders or other type of open-able vents in windows.
- 11) Decks, stairs and porches: Indicate height of guardrails and spacing of intermediate railing. Show rise/run of stairs with handrail grasp dimension and height above nosing of stair tread.
- 12) References to appropriate detail and detail sheet number.

j.) Detail Sheets

- 1) Manufacturer's specifications for any nonstandard or prefabricated building materials.
- 2) Typical wall, roof, floor framing details. Any/all unusual framing details. Stair and Handrail details.
- 3) Guardrail details.
- 4) Deck construction details, including method of attachment.
- 5) Exterior wall framing detail with complete load path (shear transfer) indicated.
- 6) Any/all engineering details.
- 7) Wall bracing schedule.

- 8) Shear wall schedule.
- 9) Hold-down, anchor bolt and shear wall schedules.
- 10) Positive post to beam and post to concrete connections.
- 11) Washington State Energy Code analysis.
- 12) Details for slab insulation, below grade insulation, thermal break, etc.
- 13) Details not used or referenced must be deleted or crossed out.

k.) Structural Notes;

- 1) Specify all design load values, including dead, live, snow, wind, seismic, and lateral retaining wall pressures and soil bearing values.
 - 2) Specify minimum design concrete strength, concrete sack mix, and reinforcing bar grade.
 - 3) Specify the grade and species of all framing lumber.
 - 4) Specify the combination symbol (strength) of all GLU-LAM beams.
 - 5) Specify metal connectors, including joist hangers, clips, post caps, post bases, etc.

3. Engineering; (when required by Building Department) 2 sets of Engineering Calculations Required. Where structural elements do not meet the conventional construction requirements of the International Residential Code, those elements must be designed in accordance with accepted engineering practice. The extent of such design need only demonstrate compliance of non-conventional elements with other applicable provisions and show that it is compatible with the performance of the conventional framed system. It is imperative that the construction documents show in detail how it complies with the applicable code sections and all pertinent engineering information, details, schedules be properly implemented into the plan sheets.

I.) Cover sheet must include the following:

- a) Wet stamped by a Washington State Licensed Engineer.
- b) Wet stamp needs to be original in contrasting ink, with current signature, date, and expiration date.
- c) Site specific information shall include; correct model, site address, lot number and plat name if applicable.
- d) Provide concurrent page numbers.

II.) Engineering calculations must include the following:

- a) Specify all design load values, including dead, live, snow, wind, seismic, and lateral retaining wall pressures and soil bearing values.
- b) Specify maximum assumed soil design. (Assume 1500psf without verification from a Washington State Licensed Geotechnical Engineer).
- c) Specify minimum design concrete strength, concrete sack mix, and reinforcing bar grade. (Note: 3,000 psi concrete required for exposed and exterior locations and garage slabs).
 - d) Specify the grade and species of all framing lumber.
 - e) Specify the combination symbol (strength) of all GLU-LAM beams.
 - f) Specify metal connectors; including hold-downs joist hangers, clips, post caps, post bases, etc.

III.) Gravity calculations must include the following:

- a) Design criteria for grade and species of lumber.
- b) Gravity calculations for load carrying elements of the structure to include load paths.
- c) Numbered Key plan showing location of structural elements such as beams, headers, girders, and posts or built up member.
 - d) Calculation and design requirements for connection of "built up" elements such as double 2 X's 3 X's etc

Note: Gravity Calculations may be provided by a designer if run on a current computer program that is in compliance with 2003 IRC and 2001 NDS. When the calculations are provided by an architect or engineer, they must be wet stamped with original signature and current date. When calculations are stamped by an architect or engineer, they may be manual or computer generated.

IV.) **Lateral** (Seismic) Design must include the following:

- a) Provide lateral (Wind) and Seismic calculation comparison and indicate which case will govern. Complete calculations for the controlling wind or seismic loads must be provided. Provide pertinent details that clearly indicate the complete load path and transfer of shear from the roof diaphragm to interior and exterior wall assemblies all the way to the foundation system.
- b) Shear wall schedules, anchor bolts schedules, critical attachments, blocking, nailing, top and bottom plate attachments, etc must be provided on each plan sheet with specific engineering requirements.
- c) All hold downs and mechanical anchor devices must be identified in the plans with applicable details provided that clearly indicates the installation requirements.
- d) Calculation and design requirements for the connection of "built up" elements such as doubled 2x or tripled framing members.
- e) Provide key plans showing all shear wall locations.

V.) **Retaining Walls:** Retaining structures in excess of 4' in height (measured from bottom of footing to top of wall) require engineered design with calculations and applicable construction details.

VI.) **Special Inspection:** When required by the Engineer or the City of Brier, special inspection must be performed in accordance with the provisions of the International Building Code and be listed on the cover sheet of the construction drawings.

4. Geotechnical Report (when required) _____ A geotechnical report prepared by a Washington State Licensed Geotechnical Engineer. Engineer's stamp must be provided on all structural drawings included on the plans. **Engineering must be provided when the following site conditions exist:**

- a) Soil bearing is assumed at other than 1500 PSF.
- b) Proposed structure will be placed on a lot bordering a body of water, lakes, streams etc.
- c) Proposed structure will be placed on or adjacent to a steep slope.
- d) Proposed structure will be placed in a sensitive or critical area which requires a geotech report. Coal mine/erosion hazards, flood hazards, landslide hazards, steep slope hazards, wetlands, streams and seismic hazard areas.

H. Properties abutting lakes, ponds and water courses: In addition to the above requirements additional information must be submitted for all properties bordering water courses. **FEMA Flood Elevation Certificate** (required) FEMA Flood Elevation Certificate Forms along with FEMA instructions for completing the form are available upon request. Permit staff is available to assist you with the necessary information needed to complete Section A and B of the form. The form must be stamped by a Washington State licensed Surveyor. Architect or designer must verify that construction drawings, site plan, section drawings, foundation plan, and elevation plan match the elevations noted in C3 of the elevation certificate.

Site Plan Provide current survey of property by a Washington State Licensed Surveyor which includes the following:

- 1) Reference datum point elevation identified in NAVD and NGVD.
- 2) Show topographic elevations in 1 foot increments.
- 3) Identify FEMA flood elevation of in feet NGVD.
- 4) Show footprint of the proposed structure.
- 5) Show crawl space finished grade of the proposed structure.
- 6) Show first floor above crawl space proposed elevation.
- 7) Where no crawl space is proposed, show proposed elevation of all slabs, including garage.

Cover sheet

- 1) Provide FEMA flood elevation certificate data found in section C3.
- 2) Indicate new FEMA flood elevations certificate is to be completed and submitted to the City of Brier Building Division prior to: Under-floor inspection where crawl space is proposed and/or Slab on grade is proposed to be placed AND Prior to Final Inspection Approval.

Foundation Plan

- 1) Provide elevation notes based on requirements of section C3 of the elevation certificate for crawls space, foundation wall heights.
- 2) Provide calculation showing flood vent area will be at least 1 square inch for every square foot of crawl space and will be located on at least two sides of the structure.
- 3) Show location of flood vents.

Floor Framing Plan

- 1) Provide elevation notes based on requirements of section C3 of the elevation certificate for first floor elevation.
- 2) Indicate all materials placed below NGVD will be as follows:
- 3) All wood, including floor sheathing, must be pressure preservative treated in accordance with AWPA C1, C2, C3, C4, C9, C15, C18, C22, C23, C24, C28, P1, P2 and P3 or decay-resistant heartwood redwood, black locust, or cedars.
- 4) Materials and installation methods used for flooring and interior and exterior walls and wall coverings must conform to the provisions of FEMA/FIA-TB-2.
- 5) Indicate all utilities placed below 34' NGVD will be as follows:
- 6) Heating, ventilating, air conditioning and plumbing appliances, plumbing fixtures, duct systems, and other service equipment are permitted to be located below the design flood elevation provided that they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the design flood elevation in compliance with the flood-resistant construction requirements. Electrical wiring systems permitted, shall conform to the provisions of the National Electrical Code for wet locations.
- 7) Indicate all insulation materials placed below NGVD will be foam or closed-cell types of insulation only. No batt or blanket types allowed.
 1. Identify all elevation requirements of section C3 of the elevation certificate in the foundation / first floor cross section.
 2. Indicate what construction material will be used at all locations below NGVD. Show utilities placed below NGVD and describe how they will be flood proofed. Show insulation materials placed below NGVD and describe the material and R-factor which will be installed.
 3. Provide detail to show bottom of flood vents will be no more than 1 foot above finished grade.
 4. Show crawl space will not be lower than exterior finished grade at the lowest finished

8)

Elevation plans

Height measurement to include;

1. Average existing grade datum elevation.
2. Highest point of structure datum elevation.
3. Overall height of structure as measured from average existing grade. Flood Requirements
4. Show all elevations from Section C3 of flood elevation certificate. Show location of all flood vents and crawl space vents.

I. Additions/Alterations

- Provide all information for additions as noted in minimum information requirements.
- Provide complete floor plans for the existing structure showing the use of the existing rooms and all doors and windows.
- Provide sufficient structural information about the existing structure so that loads for new framing can be reviewed.
- Provide connection details of how addition will be attached to existing structure.
- Clearly identify all elements to be removed, replaced or added.

J Certificate of Sewer Availability or Approved Septic Design

A sewer availability certificate completed by the local purveyor, or an approved septic design, must be submitted at application. The availability certificate informs the City that you meet minimum health requirements for your project. An approved site application for an on-site system must be provided if sewer is not available. Snohomish County Department of Public Health should be contacted for requirements.

K. Valuation for Special Site Items Special site

items would include:

- 1) Rockeries
- 2) Retaining Walls
- 3) Swimming Pools and Hot Tubs
- 4) Fences
- 5) Docks and Piers
- 6) Any other structure not part of a building. Please

contact Permit Center for submittal requirements

L Fees for Reviews Completed For Permit Approval All fees for reviews completed before permit approval are due upon application (including, but not limited to, Sub-division, Shot Plat, plan check, site plan review, energy review, and the permit application fee). When the permit is ready to be issued, all other fees are due (including, but not limited to, traffic and school mitigation fees, basic permit fees, and mechanical and plumbing fees). There may also be additional charges for sensitive area and/or site plan reviews as well as drainage reviews, but not limited thereto.

Note: Revisions; Changes made to the structure or size of building after the issue of the permit or approval of review will result in additional review time and fees. Revisions that increase building floor area are subject to the normal fee schedule, therefore, it is advisable to plan ahead, seek professional advice when necessary, and review your plans before application. To change your plans after approval may cause delay.

Other Items These may or may not include:

- 1) If the property is in a sensitive area, you will be required to submit a geotechnical SEPA, or, wetlands study of the property. An engineering analysis by an architect or licensed engineer may be required.
- 2) Additional engineered drawings, sections, details, and structural plans may be required.
- 3) Other items as determined by the Building Official or reviewer.
- 4) Review by the Fire Marshall for conformance with fire code, access, and fire flow requirements.

O. **Site Drainage Plan/Review** : Site plans must include a proposal for drainage methods with all new single family residences and additions either by routing to a storm drain or by design of an on-site drainage system for runoff. (SMMWW)

P. **Reference Materials** (Diagrams Upon Request)The following materials are provided for your use and reference while preparing your Site Plan and Erosion Control Plan. The respective notes provided shall be place on the Site Plan and the Erosion Control Plan. Erosion control details from the Stormwater Management Manual for Western Washington (SMMWW) are provided for your guidance in preparation of the Erosion Control Plan and shall be shown on theErosionControlPlan

Q. **.STANDARD CONSTRUCTION SITE PLAN NOTES**

1. The City shall inspect the installation of all water, sewer, storm and footing drains prior to contractor backfilling trenches.
2. Roof and footing drains are to be connected separately to the storm drain system unless otherwise allowed in accordance with the plat conditions and the Stormwater Management Manual for Western Washington or as approved by the City in writing.
3. All rockery or retaining wall drains shall be connected to the storm drain system, discharged appropriately per SMMWW, or as approved by the City in writing.
4. Any changes to the approved plans must be approved by the City in writing.
5. Construction hours are 7:00 AM to 6:00 PM on weekdays and 9:00 AM to 5:00 PM on Saturdays. Work is not allowed on Sundays & Holidays.
6. No materials or equipment shall be placed or stored on public streets at any time.
7. No work is allowed within the public right-of-way until a right-of-way permit has been issued and the City has been notified at least 24 hours in advance of starting work within the right-of-way.
8. All projects are required to submit requests for variances to the City Public Works Standards (with respect to driveway slope, width and location) in writing. Detailed drawing shall accompany requests if necessary.

Note: any wall over 4 feet in height, or with a surcharged lateral load, must be accompanied by an engineer's stamp. Walls shall not be used to support driveways or sidewalks unless accompanied by an engineer's stamp

STANDARD EROSION CONTROL NOTES: BEFORE YOU DIG Call 1-800-424-5555 not less than 48 hours before beginning excavation where any underground utilities may be located. Failure to do so could mean bearing substantial repair costs.

1. Builder responsible for damage done to sidewalk, curb, gutter, or street.
2. Wet season (October 1 to April 30) notes: All grading shall be in accordance with the Stormwater Management Manual for Western Washington and as stated herein. The City will strictly enforce wet season grading requirements. Any violation of requirements will result in immediate issuance of a STOP WORK ORDER. All bare ground is to be covered at the end of each work day during the wet season.
3. Builder responsible for keeping the street clear of dirt, mud, and debris. Streets shall be cleaned by sweeping as the first preference.
4. Streets shall be cleaned daily as a minimum. Washing the roadways with water may be allowed on a limited basis and will require the builder to clean the storm drain system per direction from the City.
5. Failure to control onsite erosion or maintenance of erosion control measures will result in the City issuing a STOP WORK ORDER. And attachment of street cleaning deposit and additional clean-up cost and assessments.
6. All erosion control measures are to be maintained at least weekly and within 24 hours of any storm event.
7. All stockpiles and steep slopes (4:1 horizontal vertical or steeper) must be covered during wet and dry season.
8. Any changes to the approved plans must be approved by the City in writing.
9. Construction hours are 7:00 AM to 6:00 PM on weekdays and 9:00 AM to 5:00 PM on Saturdays. No work on Sundays & Holidays.
10. All grading on the site shall be in accordance with the Uniform Building Code Chapter Appendix 33 with respect to grading activities near the property boundaries.

EROSION CONTROL NOTES (FROM THE STORM WATER MANAGEMENT MANUAL FOR WESTERN WASHINGTON) Approval of this erosion and sedimentation control (ESC) plan does not constitute an approval of permanent road or drainage design (e.g., size and location of roads, pipes, restrictors, channels, retention facilities, utilities, etc.).

1. The implementation of these ESC plans and the construction, maintenance, replacement, and upgrading of these ESC facilities is the responsibility of the applicant/ESC supervisor until all construction is approved.
2. The boundaries of the clearing limits shown on this plan shall be clearly flagged by a continuous length of survey tape (or fencing, if required) prior to construction. During the construction period, no disturbance beyond the clearing limits shall be permitted.
3. The clearing limits shall be maintained by the applicant/ESC supervisor for the duration of construction.
4. The ESC facilities shown on this plan must be constructed prior to or in conjunction with all clearing and grading so as to ensure that the transport of sediment to surface waters, drainage systems, and adjacent properties is minimized.
5. The ESC facilities shown on this plan are the minimum requirements for anticipated site conditions. During the construction period, these ESC facilities shall be upgraded as needed for unexpected storm events and modified to account for changing site conditions (e.g., additional sump pumps, relocation of ditches and silt fences, etc.).
6. The ESC facilities shall be inspected daily by the applicant/ESC supervisor and maintained to ensure continued proper functioning. Written records shall be kept of weekly reviews of the ESC facilities during the wet season (Oct. 1 to April 30) and of monthly reviews during the dry season (May 1 to Sept. 30).
7. Any areas of exposed soils, including roadway embankments, that will not be disturbed for two days during the wet season or seven days during the dry season shall be immediately stabilized with the approved ESC methods (e.g., seeding, mulching, plastic covering, etc.).
8. Any area needing ESC measures that do not require immediate attention shall be addressed within fifteen (15) days.
9. The ESC facilities on inactive sites shall be inspected and maintained a minimum of once a month or within forty eight (48) hours following a storm event.
10. At no time shall more than one (1) foot of sediment be allowed to accumulate within a catch basin. All catch basins and conveyance lines shall be cleaned prior to paving.
11. The cleaning operation shall not flush sediment-laden water into the downstream system.
12. Stabilized construction entrances and roads shall be installed at the beginning of construction and maintained for the duration of the project. Additional measures, such as wash pads, may be required to ensure that all paved areas are kept clean for the duration of the project.
13. Any permanent flow control facility used as a temporary settling basin shall be modified with the necessary

erosion control measures and shall provide adequate storage capacity. If the facility is to function ultimately as an infiltration system, the temporary facility must be graded so that the bottom and sides are at least three feet above the final grade of the permanent facility. Where straw mulch for temporary erosion control is required, it shall be applied at a minimum thickness of 2 to 3 inches.

14. Prior to the beginning of the wet season (Oct. 1), all disturbed areas shall be reviewed to identify which ones can be seeded in preparation for the winter rains. Disturbed areas shall be seeded within one week of the beginning of the wet season. A sketch map of those areas to be seeded and those areas to remain uncovered shall be submitted to the City inspector. The City inspector can require seeding of additional areas in order to protect surface waters, adjacent properties, or drainage facilities.

NOTE

All permits must be obtained with Building Permit (IE side sewer, right a way, storm drain, ECT.)

It is the responsibility of the Permit Holder and owner to make sure all contractors and subcontractors maintain a current Brier Business License and the site has a safety plan on site.

If the lot size is 25,000 square feet or over a tree permit must be obtained. Brier Municipal Code 18.20

2 Dwelling units on one lot requires conditional use permit additional information is available at the Public Work counter at City Hall

Other Agencies Phone and Contact Information

FEDERAL GOVERNMENT >

www.firstgov.gov General Information (Toll Free) 800-726-4995
Environmental Protection Agency (Toll Free) 800-424-4EPA (Local) 206-553-1200

US Army Corps of Engineers (Regulatory Branch) 206-764-3495
(work in waters of the United States, including adjacent wetlands, piers, bulkheads, fills, etc.)

US Soil Conservation Service (Local) 206-764-3325 (soils testing) **STATE OF**

WASHINGTON > www.access.wa.gov

General Information (Toll Free) 800-321-2808

Contractor's License (Bellevue) 425-990-1400, (Olympia) 360-956-5226 Contractor Information
(Toll Free) 800-647-0982

Department of Ecology (Local) 425-649-7000

Department of Fish and Wildlife (Regional) 425-775-1311 Fisheries Hotline 206-976-3200

Receptionist (Olympia) 206-902-2200

Department of Labor and Industries Everett (Snohomish County)
425-290-1300 Elevator Permits (Olympia) 360-902-2200

Department of Natural Resources (Toll Free) 800-562-6010

PUGET SOUND CLEAN AIR AGENCY > www.pscleanair.org Puget Sound Air
Pollution Control Agency 206-343-8800

SNOHOMISH COUNTY > www.co.snohomish.wa.gov Assessor 425-388-3433

Auditor 425-388-3444
(Public Information Documents)

Health District 425-388-3411

UTILITIES

Snohomish county PUD 425-783-1000

Alderwood Water and Wastewater District 425-743-4605 **OTHER**

Utilities Underground Location Center (Toll Free) 800-424-5555 PLEASE call 2 business days before you dig, utilities mark their lines!

Burn Ban Information (24 Hour Recording) 800-595-4341 **Reference Diagrams, Upon Request**

SILT FENCE INSTALLATION AND MAINTENANCE DETAIL SILT FENCE DETAIL
CATCH BASIN FILTER FABRIC PROTECTION DETAIL CATCH BASIN INSERT DETAIL
ROCK CONSTRUCTION ENTRANCE DETAIL