Single Family Residential Submittal Requirements

SF 67

CITY OF Oak Harbor
WHIDBEY ISLAND, WASHINGTON

Development Services Department
865 S.E. Barrington Dr. ÅOak Harbor, WA 98277 ÅPhone (360) 279 4510 ÅFax (360) 279-4519

A. FEES DUE AT TIME OF PERMIT APPLICATION

The following non-refundable fees will be collected at the time of application for all residential projects.

1. Building Plan Check Fee

B. CODES

The City of Oak Harbor currently enforces the following:

National Codes

1. International Building Code (IBC)
2. International Residential Code (IRC)
3. International Mechanical Code (IMC)
4. International Fuel Gas Code (IFGC)
5. International Fire Code (IFC)
6. Uniform Plumbing Code (UPC)
7. International Property Maintenance Code (IPMC)
8. Accessible & Usable Buildings and Facilities (ICC/ANSI 1417.1)

Washington State Amendments

1. WAC 51-50 Washington State Building Code
2. WAC 51-51 Washington State Residential Code
3. WAC 51-52 Washington State Mechanical Code
4. WAC 51-54 Washington State Fire Code
5. WAC 51-56 Washington State Plumbing Code and Standards
6. WAC 51-11R Washington State Energy Code, Residential Provisions
7. WAC 51-11C Washington State Energy Code, Commercial Provisions
8. WAC 296-46B Electrical Safety Standards, Administration, and Installation

Oak Harbor Local Amendments and Regulations

1. Oak Harbor Municipal Code Title 17 Buildings
   - Chapter 17.05 International Building Code
   - Chapter 17.06 International Residential Code
   - Chapter 17.10 International Mechanical Code
   - Chapter 17.12 Uniform Plumbing Code
   - Chapter 17.15 Washington State Energy Code, Residential Provisions
   - Chapter 17.16 Washington State Energy Code, Commercial Provisions
   - Chapter 17.22 International Property Maintenance Code
2. Oak Harbor Municipal Code Title 19 Zoning Code
3. Oak Harbor Municipal Code Title 8 Fire Code
   - Chapter 8.03 International Fire Code
   - Chapter 8.05 Fire Protection Features in Buildings
   - Chapter 8.12 Alarm systems

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C. CITY OF OAK HARBOR DESIGN REQUIREMENTS

Design Wind Speed:	85 miles per hour (IRC Figure R301.2(4))
Ground Snow Load:	15 pounds per square foot (IRC Figure 301.2(5))
Rain or Snow Surcharge:	5 psf added to flat roofs if slope is <1/2ôper foot
Seismic Zone:	D2 (IRC 301.2(2))
Rainfall:	2 inches per hour for roof drainage design.
Frost Line Depth:	12 inches
Soil Bearing Capacity:	1,500 psf unless a Geo-Technical Report is provided.

D. PLANS AND DRAWINGS

Submit two (2) complete sets of drawings and plans. Drawings and plans must be submitted on minimum 18òX 24ò or maximum 30òX 42òpaper. All sheets are to be the same size and sequentially labeled. Plans are required to be clearly legible, with scaled dimensions, in indelible ink, blue line, or other professional media. Plans will not be accepted that are marked preliminary or not for construction, that have red lines, cut and paste details or those that have been altered after the design professional has signed the plans.

Please Note: A separate submittal of plans is required for each building or structure.

E. SITE PLAN – <u>REQUIRED WITH ALL SUBMITTALS</u>

1. Two (2) complete sets of plans on 8.5òX 11òpaper which reflect all of the information noted in the Site Improvement and Drainage Plan Requirements for Residential Construction.

F. FOUNDATION PLAN (Minimum ¼" Scale)

1. Show north direction
2. Indicate the frontage street, (and side street if corner lot).
3. Show the location and dimension to all property lines.
4. Show the location for existing and/or proposed easements
5. Provide the scale for the drawing.
6. Show outline of foundation with section cuts and dimensions; include maximum wall heights and all connections.
7. Provide the location and size of all beams, posts, interior footings and thickened footings within slabs with their dimensions and connections.
8. Provide detail of step down foundation and footings with required reinforcing steel.
9. Show spacing of anchor bolts, location, and type of hold down fasteners to the foundation.
10. Retaining walls.
11. Show the location and size of all crawl space vents and the crawl space access with size and location.
12. Show footing depth below grade and show the clearance between grade and sill plate.
13. Show the floor joist size, spacing, direction, support, connections and blocking.
14. Show all floor insulation.
15. Label any space within the foundation (i.e. basement, garage, storage room, ect.)

Note! Oak Harbor is in seismic design category D2 which requires that foundations with stem walls have a minimum #4 rebar at top and minimum #4 rebar at bottom of footing.

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Note! All footings are to be below root level and entrenched below grade of interior crawl area. Crawl areas shall be provided with drainage and connected to foundation drains.

G. FLOOR PLAN (Minimum ¼" Scale)

1. Indicate the dimensions of all areas and the use of each room. Include fixed cabinet, counter or island facilities.
2. Show all roof, floor or deck joist size, spacing, direction, support, connections. Blocking, ect.
3. Show the location of exhaust fans, smoke detectors, hot water heater, heating units, plumbing fixtures and any other mechanical equipment.
4. Show the location of the attic and/or crawl space access.
5. Include all exterior decks on your floor plan, with necessary structural details and attachment to the house.

Note! Smoke detectors are required at each level of the home and in all rooms that can be used for sleeping. All smoke alarms shall be listed and installed in accordance with the IRC and provisions of NFPA 72.

H. ARCHITECTURAL CROSS SECTIONS & DETAILS (Minimum ¼" Scale)

1. Show a typical roof section with all materials labeled; indicate size and spacing of all members; include all dimensions, venting, insulation and connections
2. Show a typical foundation and floor section with all material labeled; indicate size and spacing of all members; include all dimensions, venting, insulation and connections.
3. Show a typical wall section with all materials labeled; indicate size and spacing of all members and insulation values.
4. Show all connection details, including post-beam, post-footing, collar tie, ect.
5. Provide the dimensions for all stairs, with details showing rise, run, headroom and handrails. Guards require intermediate rails to be less than 4òapart; handrails are to be 34òto 38òfrom nose of the tread and to be returned. Show any fire blocking, landing sizes. Specify one-hour fire resistive construction for any usable space under the stairs.
6. Show a section detail for any fireplace, including the hearth and hearth extension. Include dimensions, materials, clearance from combustibles, height above roof, reinforcing, seismic anchorage and foundation details.

I. STRUCTURAL NOTES

1. Specify all design load values, including dead, live snow, wind, 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 all metal connectors, including joist hangers, clips, post caps, post bases, ect.
6. Provide details showing the complete load path transfer at roof perimeter, interior shear walls, cantilevered floors, off-set shear walls and ceiling diaphragm to shear walls (if used).
7. Provide a shear wall schedule noting nail spacing, blocking, bolts, top and bottom plat nailing.
8. Locate all hold down straps on the drawings.

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J. STRUCTURAL CALCULATIONS

1. Provide two (2) sets of structural calculations if prepared by an engineer or architect registered with the State of Washington. (Not required if using Prescriptive Design Approach from the IRC/IBC.)

K. ELEVATIONS

1. Show elevations views of each side of the structure; provide finished floor level for each floor.
2. Show existing and proposed grades.
3. Show the maximum building height.
4. Show the maximum site slope.
5. Show all roof overhangs and any chimney clearances from the roof.
6. Indicate the pitch of the roof.

L. DOORS & WINDOWS

1. Show size and type of all doors.
2. Show the door size, type and closure device for doors between the garage and dwelling.
3. Show all window sizes and openable areas.
4. Show all sleeping room egress window locations, sill heights, methods of opening, dimension of openable area and clear open space.
5. Show size and type of all skylights.

M. WASHINGTON STATE ENERGY CODE

1. Show the insulation R values on the floor plan drawings and glazing class of all windows and skylights.

To ensure that you have the most current information, please contact the City of Oak Harbor Building Department (360) 279-4510.

Applications delivered by mail will not be accepted.

Incomplete applications will not be accepted.

I acknowledge that all items designated as submittal requirements must accompany my Building Permit Application to be considered a complete submittal.

Signature: _____ Date: _____
Owner/Ownerôs Representative

Company: _____ Phone: _____