

## City of Orting Building Dept.

### Plan Submittal Checklist for Commercial and Multifamily.

1. A \$500.00 Plan Review Fee deposit will be charged at time of submittal.
2. All submittals will be submitted in an Electronic Format.
3. Two (2) copies of site plans, drawn to scale. Details to include
  - Setbacks,
  - easements
  - other existing and proposed structures & features,
  - adjacent right of ways,
  - drive access,
  - septic and/or utility lines,
  - Contours of property with 2-foot intervals.
  - property corners,
  - dimensions of lot,
  - tax parcel number,
  - adjacent street(s), and
  - North arrow.
4. Two (2) copies of the Storm Water Management / Erosion Control Plans Drawn to scale with:
  - Description of the project, including area to be Graded, Filled, Excavated, Cleared or Ditched,
  - Amount of Fill,
  - Heights of cuts and slopes,
  - Type of material imported, and
  - Any impervious surface to be created.

The plot plan must show the drainage of the site and all proposed erosion and sediment controls to be used during the entire development process. Please show method: i.e. silt fencing, fabric ground covering, and silt ponds vegetative buffer etc.
5. If Building is within the flood plain you will be required to provide a FLOOD ELEVATION FOR THE SITE. THEN AT TIME OF FINAL A FEMA FLOOD ELEVATION CERTIFICATE WILL BE SUBMITTED TO THE CITY BEFORE FINAL INSPECTION WILL BE DONE. Flood Elevations and finish floor Elevation must be shown on plans.
6. Two (2) copies of Building Plans, all other information included in the plans
7. (1) Electronic copy of complete set of plans for structure and site development. (Detail structural drawings, structural and civil engineering).
8. Two (2) sets of structural calculations.
9. Two (2) sets of specifications.
10. Foundation plan including footing sizes, wall heights, cross-sections and reinforcing.  
**A GEO TECH report and any special design required for footings, foundation and on site storm retention design will be done by a Civil Engineer.**
11. Floor framing plan for each floor (slab, post & beam or joist)
12. Ceiling / roof framing plan or truss layout with girder truss reactions.
13. Floor plan with room use identified for each floor.
14. Show driveway and sidewalks (indicating location, width and surface type), parking and all utilities.
15. Fire department access and hydrants
16. Names of adjacent streets
17. Exterior elevations of the building
18. Building code summary
  - \_\_\_ Proposed use \_\_\_ Building construction type
  - \_\_\_ Occupancy Group Classification
  - \_\_\_ Allowable Area \_\_\_ Actual Area
  - \_\_\_ Dimension yard width on site plan where used for allowable area increase.
19. Energy worksheet including envelope calculations, type of heating system, HVAC. And what path per WSEC you are following.

20. **Window & door sizes, header sizes and U-Values**
21. **Complete building sections – special sections.**
22. **Construction details** (structural members, insulation, sheathing, roofing, diaphragms, shear walls and specific Tie Downs)
23. **Handrail / Guardrail / stair details** (with headroom) for stairs and landings.
24. **Smoke/Carbon Monoxide detectors, fire alarm, sprinkler system details** (if required)
25. **Engineering for special conditions** (truss, basement, foundation, retaining walls, shear walls, lateral bracing, load transfer, etc.)
26. **Plumbing plans including layout and fixture count –Special equipment** (kitchen/HVAC/Boiler/Fireplace/woodstove)
27. **Mechanical plans including layout, location and make/model of equipment.**
28. **Fans – Whole house fan, bathroom, kitchen and laundry room.**
29. **Irrigation Landscape plan and report from Certified Back Flow Device for any cross connections.**

## SEWER

1. Sewer service needs to be verified; is there currently sewer available in the right-of-way?
2. Is there a current stub available to connect? If so the City requires the existing stub to be inspected with a closed circuit camera to insure its structural integrity prior to the connection a copy of the inspection shall be provided to the City for review.
3. The applicant shall extend sewer service to the house from the existing sewer stub.
4. Sewer pipe shall be solid wall PVC, SDR 35, ASTM 3034 for 3' over cover or greater, SDR 21 shall be used if there is less than 3' of cover.

## WATER

1. Is water service available through the existing water system normally in an adjacent right-of-way or easement?

2. Water service lines shall be 200 psi polyethylene pipe, with #12 AWG insulated copper wire (for locating purposes).
3. The water meter shall be installed by City of Orting personnel.
4. The applicant shall extend a private water service line from the existing water meter setter.
5. Permits are required for an irrigation system. Please notify the City if you intend to construct irrigation facilities.
6. The applicant shall ensure that the water line connection from the water main to the house is located entirely within the right-of-way, on the lot in question, and/or in an easement providing access to the lot in question. **In the absence of such an easement, occupancy may be withheld.**

## STORMWATER MANAGEMENT

1. All runoff generated by impervious surfaces constructed on the site shall be collected and conveyed to storm drain system on site.
2. Applicant shall coordinate roof, surface, yard and footing runoff design with the City. Applicant shall make provisions for surface runoff from the driveway without flowing over the sidewalk.
3. The storm sewer shall be constructed of PVC or polyethylene, conforming to the requirements of Washington DOT Specifications, paragraph 9-05.2(6) or 9-05.2(7), installed in pea gravel or washed rock bedding.
4. The applicant shall meet the minimum requirements for Storm water management described in the NPDES Phase II Permit, including: Preparation of storm water site plans, construction Storm water pollution prevention (SWPP) source control of pollution, preservation of natural vegetation.
5. The storm water site plan shall be prepared by the applicant in accordance with volume I chapter 3 of the manual and shall include the following: Collect and analyze information on existing conditions, prepare preliminary development layout, perform off site analysis, determine applicable minimum requirements, prepare a permanent storm water control plan, prepare a construction storm water pollution prevention plan, complete the storm water site plan, check compliance with all applicable minimum requirements.

6. The storm water site plan shall provide additional storm water control measures where the need has been identified through a basin plan, the watershed ranking process through the Puget Sound partnership under Revised Code Of Washington 90.71, a total maximum daily load (TMDL) allocation has been determined for waters listed under section 303(d) of the clean water act, or through growth management act planning.
7. Regulated activities shall be conducted only after the Director approves a storm water site plan which includes one or more of the following as required by this article: Erosion and sediment control plan, permanent storm water quality control (PSQC) plan, calculations, and other information as required by the Director or pursuant to the manual.

## **BEST MANAGEMENT PRACTICES**

### **1. Protection for Storm Sewer Inlets**

Storm sewer inlets receiving water from a project site during construction or site development shall be protected so that sediment laden water will be filtered before entering the conveyance system.

### **2. Dust Control**

As necessary in the event that sediment is being visibly transported from a construction or development site across property boundaries, or by order of the administrator or designee, the proponent shall spray soil with water or approved dust palliative.

### **3. Stockpile Management**

Soil stockpiles shall be set back at least 50 feet from down gradient drainage features (e.g. channels, catch basins, detention ponds, pavement, stream banks, and environmentally sensitive areas). No material shall be stockpiled on pavement without authorization from the administrator or designee which will be conditional on implementation of a procedure to prevent sediment transport.

### **4. Construction Entrances**

Construction site entrances are egress points for vehicles onto paved roadways. All projects, which have vehicular traffic, shall have a means to prevent vehicles from tracking soils from the site.