

OBTAINING A RESIDENTIAL BUILDING PERMIT

Residential Building Codes

This bulletin serves as a guideline to help customers understand the requirements for obtaining a Residential Building Permit from Grays Harbor County. Please keep in mind that the detail in this Bulletin pertains only to residential structures with one primary dwelling unit or two accessory dwelling units. Residential structures with two or more primary dwellings, such as a duplex and above, are considered to be commercial development and are governed by different sections of the building codes.

For many years, owners and designers of residences built in the area had only one building code to reference for design requirements. Since 2004, there have been two different building codes governing residential construction. They are:

- International Building Code (IBC)
- International Residential Code for One-Family and Two-Family Dwellings (IRC)

A residence must meet certain criteria to be eligible to comply with the IRC. Most single-family detached homes will be eligible. Dwellings greater than three stories in height are required to comply with the IBC.

It is generally thought that compliance with the IRC is easier and less expensive than compliance with the IBC. For example, when complying with the IBC, all residences are required to be constructed with fire sprinklers.

The IRC is a new concept in building codes in Grays Harbor County. The intent by the IRC publisher is that the one code book will have all the necessary requirements for residential construction. Applicable mechanical requirements are found in the IRC, as well as building and structural requirements.

The IRC includes prescriptive structural provisions, which means the code prescribes each specific condition that must be met. When a residence does not comply with the prescriptive structural provision, or the owner or applicant chooses to have a structural design created by an engineer or architect for the specifics of that particular residence, the designer must use design provisions in the IBC. When a residence cannot meet prescriptive structural requirements of the IRC, structural calculations are offered in the IBC without triggering other non-structural provisions of the IBC.

Each proposed project will be reviewed for compliance with the IRC or the IBC. Other codes used in the building permit plan review process include:

- ✓ International Mechanical Code
- ✓ International Fire Code
- ✓ Uniform Plumbing Code
- ✓ Washington State Energy Code
- ✓ Washington State Ventilation and Indoor Air Quality Code
- ✓ Grays Harbor County Code 15.12 governing emergency vehicle access
- ✓ Grays Harbor County Minimum Road Standards
- ✓ Grays Harbor County Shoreline Master Program

The specific rules and regulations that apply to a proposed application will depend upon when a lot was created. These provisions apply to customer's planning the construction of an on-site dwelling, new dwelling, single-family dwelling, accessory structure, an alteration or remodel of an existing structure, or the placement of a relocated structure.

Requirements to Apply for a Building Permit

An intake appointment is recommended to submit a residential building permit application. To schedule an intake appointment, please contact the Grays Harbor County Planning and Building Division Appointment Line at (360) 249-5579. The wait times for appointments may vary due to seasonal issues and customer demand. Grays Harbor County will make every effort to schedule appointments within two weeks of receiving the request.

The review of a building permit application will not begin until customers have submitted all materials and fees specified as necessary for a complete application.

In order to obtain a permit for new residential construction, additions or remodels, customers must provide Grays Harbor County with the following nine items:

- ITEM 1: GRAYS HARBOR COUNTY DEVELOPMENT PERMIT APPLICATION FORM.** This form, when completed, establishes the scope of work, the property owner and/or the agent, as well as code compliance and financial and applicant/agent's names, addresses and telephone numbers are accurate. This information is required in order to contact the applicant or the applicant's representative during the application process. The address is used also for notification that the permit is ready to be issued.

This form should also contain the Contractor's Registration Number OR Affidavit Regarding Contractor Registration, as well as, the Grays Harbor County Property Tax Parcel Number for the building site.

- ITEM 2: COPY OF THE PROPERTY DEED.** This document will describe the parcel of land identified by the Grays Harbor County Property Tax Parcel Number. The legal description should be 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, real estate contracts, and statutory warranty deeds, or in records at the Assessor's Office. Legal descriptions are used to check the dimensions of a parcel and also to verify the accuracy of the site plan; the application site plan must be consistent with the legal description of the property. It is a particularly good strategy to list the legal description directly on the site plan.

Before customers submit an application for a building permit on a lot, the lot must meet the requirements for a *Legal Lot*. A legal lot is a parcel of land created in conformance with the County and State subdivision codes in effect at the time of its creation and sale.

Applicants may also be required to provide proof of legal access.

- ITEM 3: SITE PLAN.** The site plan is a graphical presentation of an entire lot as seen from an aerial view. A site plan shall be submitted drawn on a Grays Harbor County Site Plan Template. (See Figure 1 for an example drawing of a Site Plan.)

The following list identifies some drawing notes and text required on the Site Plan:

Scale. Engineering scale is required. The standard is 1" = 20'; however any engineering scale that will accurately depict the property on the required size of paper is acceptable. The site plan must give dimensions for the property and show the entire lot without broken property lines. For large parcels, draw a two-page site plan, the first page depicting the entire lot at a convenient engineering scale and the second page depicting an enlargement of the developed area at a larger scale (for example: 1" = 20' or 1" = 40').

North Arrow. Indicates how the lot is situated in relation to the general area.

Property Boundaries. Indicate all property lines and easements.

Indicate Existing and Proposed New Structures. Show all structures on the property and clearly indicate existing and new structures. Structures include all buildings, porches, decks and retaining walls, roof overhangs, and any cantilevered portions of a structure. Identify any existing buildings to remain, those scheduled for demolition or removal.

Location and Dimensions. Provide the location and scaled dimensions of all existing and proposed buildings, structures, uses and distances to property lines, other buildings and easements.

Domestic Water Well. Show well location and 100-foot well radius.

Encumbrances. Show the location and dimensions of any restrictions and easements.

Parking and Access. Show on-site parking for two vehicles and the location of the driveway(s). The driveway must be indicated and dimensioned from the road to the garage or parking area. Applicants may also be required to submit proof of legal access.

Access. Indicate any roads or lanes abutting the property, including alleys, access easements, turnarounds, and joint-use driveways.

Elevation. Show either the corner elevations for the property and the building proposed for construction or finished surveyed topography. Topography is preferred as it provides more information. Surface grade elevations may be shown either from sea level or depicting one corner of the property at zero. A 100-year floodplain analysis may be required if the proposed structure will be located within a flood hazard area; the building plans must show the elevation of lowest floor level.

Slope. If any portion of the site slopes at more than 33-percent, show topographic contours. Maximum contour intervals equal five-feet. This elevation can generally be approximated unless a proposed property is in a flood hazard area; if so, applicants will be required to provide exact figures. Show top and toe of all slopes inclined at 40-percent or more and more than ten feet high.

Previous land alteration. Show any past excavation, filled areas, or cleared areas. Indicate the depth of any cut and fill. Show the outlines of the existing and proposed clearing limits. Specify square footage of the existing and proposed clearing.

Fill placement and grading. Indicate the clearing and grading necessary to prepare a proposed building site. NOTE: The use of appropriate erosion control practices, as prescribed in the Washington State Department of Ecology document entitled 'Stormwater Management Manual for Western Washington', is required during construction activities to protect County drainage systems, adjacent properties, and fish-bearing waters. These controls must be in place before site preparation or construction, and must be properly maintained during the entire construction process.

Natural features. Show the distances from the proposed structure(s) to the ordinary high water mark (OHWM) for water bodies, wetland areas, geologically hazardous areas, and floodplain areas.

Septic Sewage Disposal System. If the building is to be served by an on-site septic system, show the location of the septic tank, drainfield, and reserve drainfield area. These areas must be identical to the location approved by the Grays Harbor County Environmental Health Division.

Lot Coverage. Indicate the location and type of all of impervious surface areas, including a calculation for coverage of impervious surface in square feet. An impervious surface, generally speaking, is an artificially covered or hardened surface that prevents the percolation of water into the soil mantle. Roof tops, swimming pools, paved or graveled roads, driveways and walkways, and packed earthen materials are all examples of impervious surfaces.

Please see the following page for an example of a sample site plan drawing:

Obtaining A Residential Building Permit

Figure 1 (Drawing A—C-1 Site Plan Sample)



SITE PLAN

(This is not a permit)

Parcel Number _____

Building Permit Number _____

County Road _____

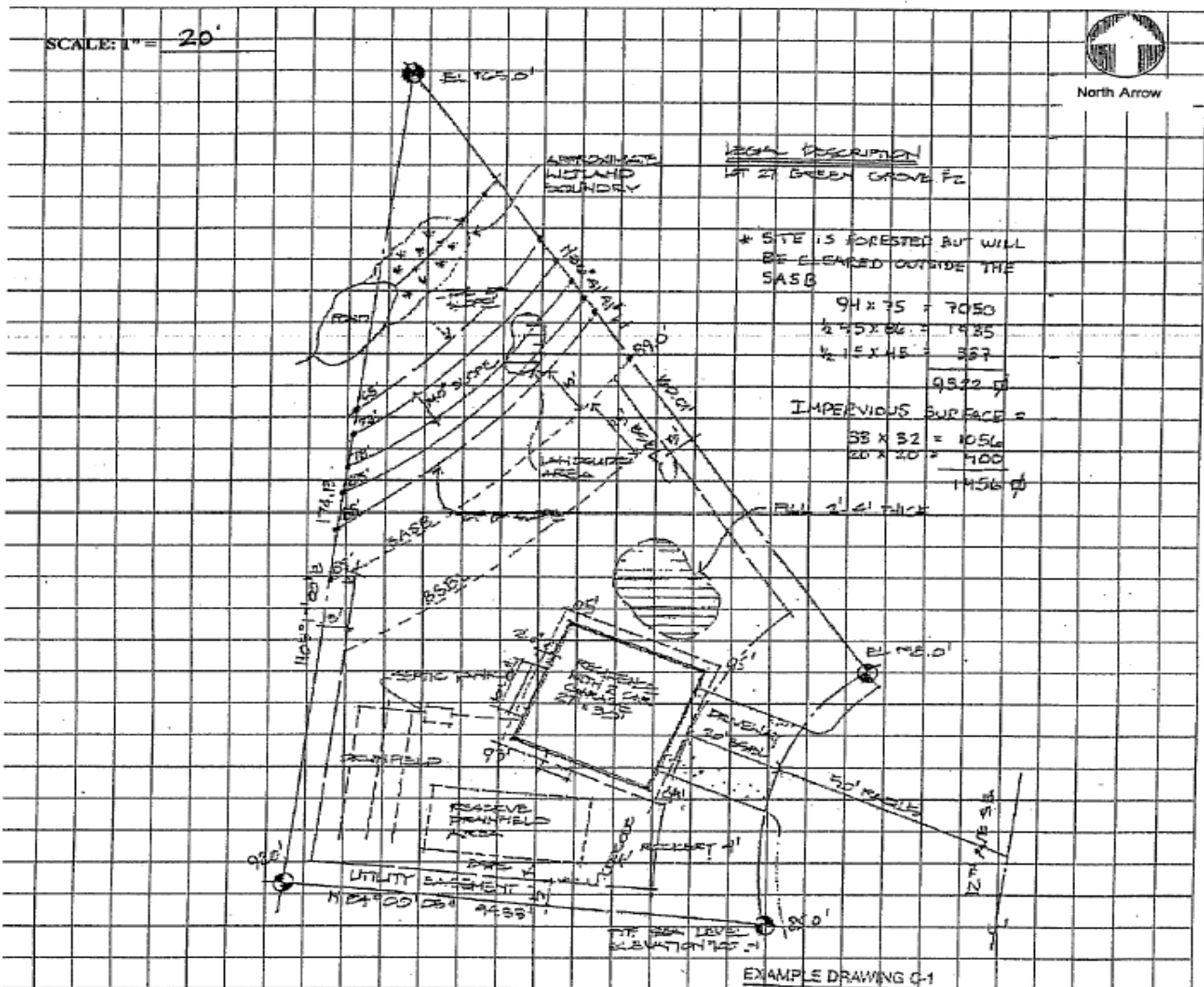
Septic Permit Number _____

INSTRUCTIONS: Show the following information on the site plan, and mark the appropriate box. Mark "NA" next to the box if item does not apply.

- | | |
|--|---|
| <input type="checkbox"/> 1. North arrow and scale | <input type="checkbox"/> 7. Arrows showing direction of slope; assume an elevation of 100 feet at one lot corner and indicate the other lot corner elevations to it |
| <input type="checkbox"/> 2. Boundary lines showing whole property | <input type="checkbox"/> 8. Structures - label existing and proposed with dimensions and distances from lot lines and other structures on the site |
| <input type="checkbox"/> 3. Major features of property (ravines, seasonal creeks, bodies of water) | <input type="checkbox"/> 9. Plumbing stub out of proposed residence |
| <input type="checkbox"/> 4. Septic system location | <input type="checkbox"/> 10. Wells or springs within 100 feet of property lines |
| <input type="checkbox"/> 5. Wells or drinking water source | <input type="checkbox"/> 11. Easements or Rights-of-Way |
| <input type="checkbox"/> 6. Paved surfaces (i.e., driveways and patios) | |

MINIMUM DISTANCE IN FEET

| Component | Well or Suction Line | Water Supply Line Under Pressure | Surface Water | Building Foundation | Property Line | Cuts or Bank |
|----------------|----------------------|----------------------------------|---------------|---------------------|---------------|--|
| Building Sewer | 50 | 10 | 10 | - | - | - |
| Septic Tank | 50 | 10 | 50 | 5 | 5 | - |
| Drainfield | 100 | 10 | 100 | 10 | 5 | 25/50 (depending on restrictive layer) |



I understand that any permits issued by the county consistent with the above site plan are valid only if allowed by all applicable laws and codes. Further, that all permits issued are valid only if construction is according to this plan. This site plan shows all existing and proposed structures.

Owner/Applicant Signature _____ Date _____

FOR OFFICE USE ONLY

Zoning _____ Front Yard Setback _____ Shoreline _____ Setback _____
 Side Yard Setback _____ Height _____
 Rear Yard Setback _____
 Flood Zone _____ Panel _____ Reviewed by _____ Date _____

- ❑ **ITEM 4: SEPTIC SEWAGE PERMIT OR CERTIFICATE OF SEWER AVAILABILITY.** A copy of a septic design approved by the Grays Harbor County Environmental Health Division is required. The approved septic design verifies that the proposal meets minimum Washington State health requirements for the project. For a property located within the service area of a sanitary sewer utility or sanitary sewer utility district, the applicant shall provide a copy of sewer availability from the service provider.

Grays Harbor County Code 8.16 governing on-site sewage disposal is available for review on the County's web site at:

www.co.grays-harbor.wa.us/info/pub_svcs/ghccode/pdf/ghc8.

- ❑ **ITEM 5: CERTIFICATE OF WATER AVAILABILITY.** A water well approval from the Washington State Department of Ecology is required. The availability of an approved domestic potable water well source verifies the proposal meets minimum health requirements for the project. For a property located within the service area of a water utility or water utility district, the applicant shall provide a certificate of water availability.

Grays Harbor County Code 13.08 governing water availability for new buildings is available for review at:

www.co.grays-harbor.wa.us/info/pub_svcs/ghccode/pdf/ghc13

- ❑ **ITEM 6: FIRE APPARATUS ACCESS ROAD APPROVAL FROM THE GRAYS HARBOR COUNTY FIRE MARSHAL.** A copy of the Fire Apparatus Access Road Approval from the Grays Harbor County Fire Marshal is required in circumstances where any portion of a first floor exterior wall for a new structure is located more than 150-feet from the emergency vehicle access existing at the time of the development proposal.

Grays Harbor County Code 15.12 governing emergency vehicle is available for review on the County's web site at:

www.co.grays-harbor.wa.us/info/pub_svcs/ghccode/pdf/ghc15.

The Fire Marshal's office will also review the building permit application to determine the project's conformance with provisions of the Grays Harbor County Code 13.04 governing water main installation, fire hydrant installation, and available water flow to fight fires.

Grays Harbor County Code 13.04 is available for review at:

www.co.grays-harbor.wa.us/info/pub_svcs/ghccode/pdf/ghc13.

- ❑ **ITEM 7: ROAD ACCESS PERMIT FROM THE GRAYS HARBOR COUNTY ROAD ENGINEER.** A copy of the Road Access Permit from the Grays Harbor County Road Engineer is required in circumstances where new vehicle access is required to a County-maintained road system.

Grays Harbor County Code 12.02 governing the County's Minimum Road Standards is available for review at:

www.co.grays-harbor.wa.us/info/pub_svcs/ghccode/pdf/ghc12

- ❑ **ITEM 8: BUILDING PLANS.** Building plans are the working drawings depicting the structure customers are planning to build. Two sets of plans are required, with one to be retained by the applicant on the building site and one for County records. These working drawings are used to provide the County with information on how an applicant plans to construct a proposed project. Since the construction of most buildings is wood frame, the sample drawing used is wood frame. If applicants plan to build a log house, a pole building or a metal, masonry or concrete structure, calculations and plans stamped by a Washington State-licensed engineer will be required.

Customers with challenging or unique residential construction projects, such as those which might involve property that has slopes of greater than 33-percent or plan to use unconventional materials, are recommended to contact the County at (360) 249-5579 to schedule a pre-application meeting. Please note that Grays Harbor County may require, as part of the process for determining the project's compliance with the IRC, additional drawings, details, sections, or stamped engineered calculations and details for any building or site.

Plans. All plans should be drawn on paper that is a minimum of 18" by 24" in size, and shall be (1) clear and with readable writing, (2) stapled together, with plot plan as the first sheet, (3) in order, with each page numbered consecutively, (4) cannot be pencil drawings, and (5) be on substantial paper.

Drawing Requirements. The following drawings comprise a complete set of building plans necessary for IRC review by the County:

1. Elevation Drawings

- All Four Sides
- Scaled (minimum 1/8")
- Include:
 - (a) All Exterior Door / Window / Skylite Location(s)
 - (b) Dryer Duct Termination Cap Location
 - (c) Exhaust Fan(s) (including range hood) Termination Cap Location(s)
 - (d) Type and Location of Exterior Wall Finish Materials(s) (including Masonry Veneers)
 - (e) Type and Location of All Appliance Chimneys and/or Vents
 - (f) Roof Pitch (x 12) / Roofing Material / Roof Overhang Depth
 - (g) Location(s) of Air Inlet(s)

2. Floor Plan

- Scaled and Dimensioned (minimum 1/4" scale) Indicating Overall and Individual Room Sizes
 - Each Individual Room or Space Labeled to Indicate Use
 - Location of IRC Prescriptive Lateral Bracing Panels or Engineered Design
 - Include:
 - (a) Location, Size (R.O.), Type and Swing of All Doors, Windows and Skylights
 - (b) Size and Type of All Load-Bearing Beams* / Headers*
 - (c) Location and Fuel Type of Furnace, Fireplace or Free-Standing Stove
 - (d) Location, Size (gallons) and Fuel Type of Hot Water Tank
 - (e) Location and Type of All Plumbing Fixtures
 - (f) Location and Size of All Exhaust Fans (including Range Hood)
 - (g) Location of All Attic Access(s)
 - (h) Location of All Smoke Alarms
 - (i) Location of All Required Illumination and Controls at Stairways
 - (j) Size, Type and Location(s) of All Exterior Decks and Landings
- *Include Engineering Calculations for Non-Dimensional Lumber Members**

3. Foundation Plan

- Scaled and Dimensioned (minimum 1/4" scale)
- Location and Dimension of All Footings, Walls, Piers and Slabs (including Decks)
- Include:
 - (a) Section Drawings for Each Type of Footing / Wall (see **Section Drawings**)
 - (b) Size, Grade, Location and Spacing of Reinforcing (see **Section Drawings**)
 - (c) Size, Type and Spacing of Anchor Bolts
 - (d) Type and Location(s) of Required Holdowns
 - (e) Size and Locations of Foundation Vents and Access(s)
 - (f) Annotation for Required Perimeter or Under-Slab Insulation
 - (g) Annotation for Required Moisture Barrier (or Alternative)

4. Floor Joisting Plan (Each Floor Level and Exterior Decks)

- Scaled and Dimensioned (minimum 1/8" Scale)
- Size, Location and Type of Support Beams and Posts / Interior Bearing Walls
- Size, Direction, O.C. Spacing and Type of Floor Joists
- Include:
 - (a) Specifications and Installation Guide for All Engineered Joists
 - (b) Construction Details at Openings / Cantilevers / Offsets

- (c) Type of Rim Joist Material
- (d) Any Special Connection / Construction / Fabrication Details or Requirements
- (e) Deck Ledger Attachment

Note: Floor Joisting Plan(s) may be incorporated with the **Foundation** or **Floor Plan** when clarity of detail can be maintained.

5. **Roof Framing Plan**

- Scaled and Dimensioned (minimum 1/8" Scale)
- Location and O.C. Spacing of Manufactured Trusses, Rafters and Ceiling Joists
- Include:
 - (a) Manufacturer's Layout and Specifications for All Trusses
 - (b) Size, Species and Grade of Dimensional Lumber
 - (c) Specification and Installation Guide for All Engineered Rafters / Ceiling Joists
 - (d) Size, Type and Location of All Roof Support Beams and Bearing Walls
 - (e) Type, Size and Location of Roof Vent(s)

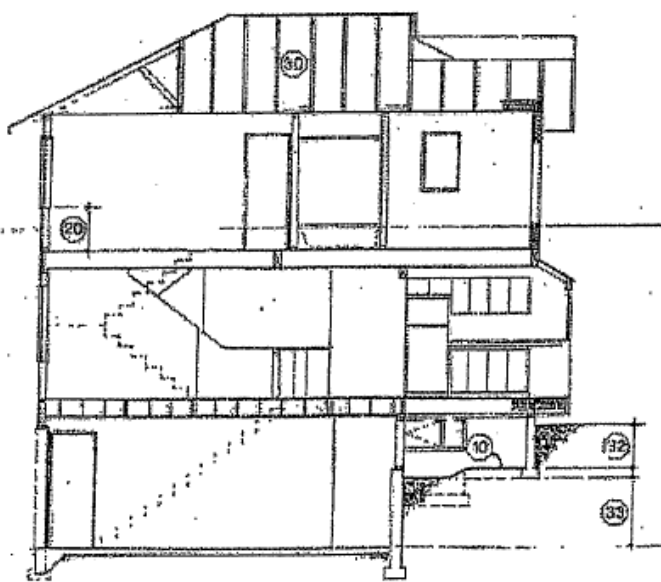
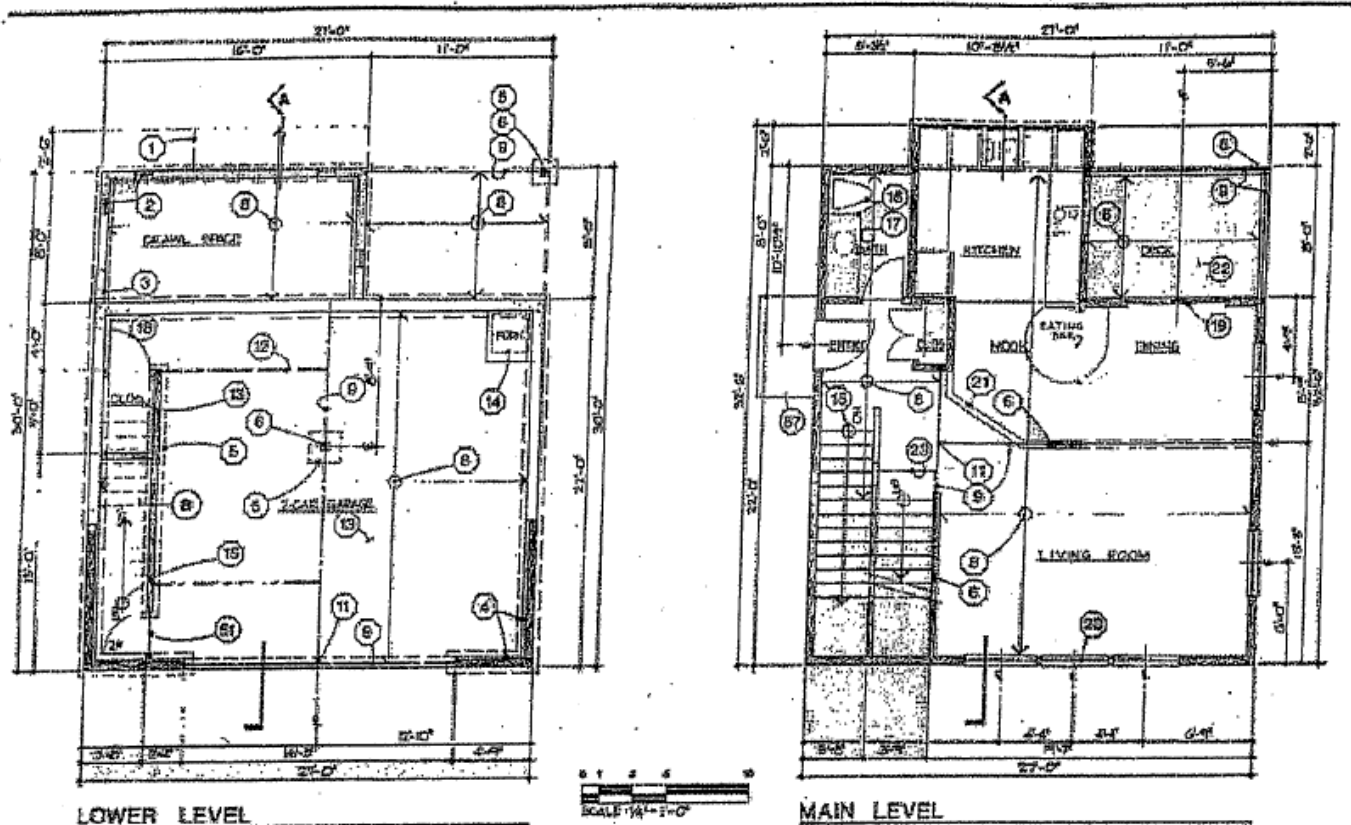
6. **Section Drawings**

- Scaled and Dimensioned (minimum 1/4" scale)
- For Each Wall and/or Ceiling Height
- Include:
 - (a) Identify All Floor, Wall, Ceiling and Roof Materials and Finishes
 - (b) Annotate All Framing Member Type and Size
 - (c) Annotate Height of Crawlspace, and Each Floor and Ceiling Height
 - (d) Annotate All Structural Connections and Fasteners
 - (e) Annotate All Insulation Types, R-Values and Locations
 - (f) Annotate All Vapor Barrier Types and Locations
 - (g) Annotate Location and Type of Flashings at Wall and Roof Penetrations
 - (h) Annotate Type and Location of Underlayments and Water-Resistive Barriers

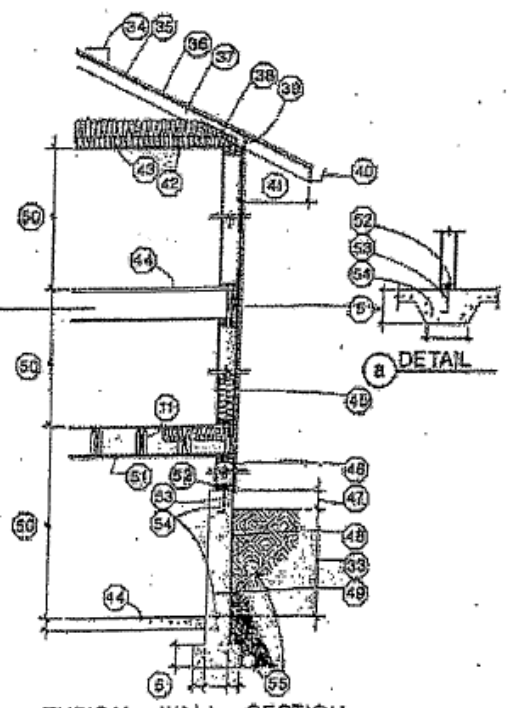
Please see the following page for drawing examples.

Obtaining A Residential Building Permit

Figure 2 (Drawing B - Cross Section Sample)



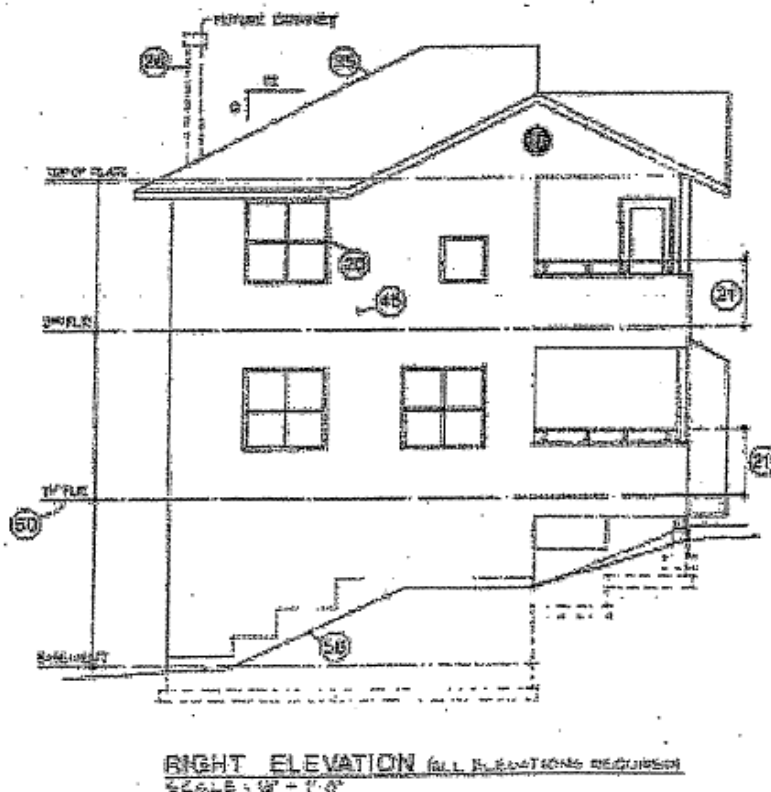
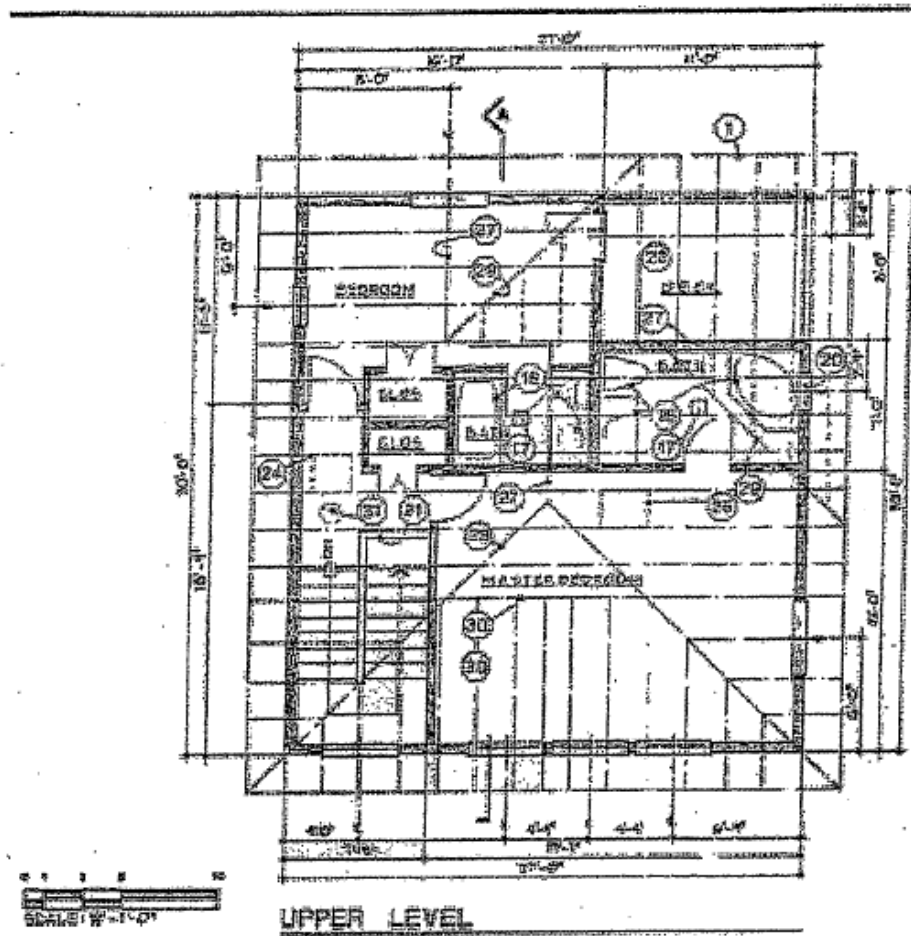
A CROSS-SECTION
SCALE: 1/4" = 1'-0"



B TYPICAL WALL SECTION
SCALE: 1/2" = 1'-0"

Obtaining A Residential Building Permit

Figure 3 (Drawing C - Elevation Sample)



Drawing Information. The drawings shall effectively describe or specify the following:

1. Line of structure above. Note overhangs, cantilevers, roofs, and similar structural design elements.
2. Crawl space vents. Call out typical size and quantity.
3. Crawl space access. Call out size of opening(s).
4. Type of foundation. Note whether concrete, wood or masonry and call out sizes.
5. Footings continuous and pads. Call out sizes.
6. Columns and posts. Call out member size.
7. Bearing walls. Call out for clarity.
8. Floor, roof, and deck framing. Show direction of layout, size, species, grade and spacing. (Example: roof rafters 2" by 10" hemlock-fir (H.F.) #2 and better @ 16" on-center.
9. Beams and headers. Call out size, species and grade. Example: Header (HDR) 6" by 8" Douglas fir (D.F.) #1.
10. Ground cover. 6 mil. polyethylene or equivalent.
11. Beam to beam, post to beam, truss to beam, and/or hanger connectors. Call out size and provide detail and engineering for custom fabricated connectors.
12. Miscellaneous structural components. Show doubled joist, blocking, and similar structural components.
13. Spaces or rooms. Label all areas. (Example: crawl space, closet, bedroom, and deck).
14. Heating system. Show location and call out size in British Thermal Unit per Hour (BTUH), kilowatts, or other appropriate unit.
15. Stairs. Show direction of travel either up or down. Refer to Section 1009.3 of the IBC or 11.5.3 of the IRC.
16. Toilet fixtures.
17. Mechanical ventilation.
18. Doors. Show swing; if pocket door, show pocket area. Call out sizes.
19. Sliding doors. Call out sizes.
20. Windows. Call out size. Indicate if fixed or operable. Window sizes must meet minimum requirements for light and ventilation. Windows in sleeping areas must meet Section R3101.1 of the IRC or Section 1025 of the IBC.
21. Half walls and guardrails. Show height.
22. Decking. Call out type; if wood, call out size.
23. Line of floor or ceiling openings. Call out stairs, elevator shafts, laundry chutes or dumbwaiters.
24. Skylights. Call out size.
25. Attic access. Call out size.
26. Fireplace. Install fireplace per manufacturer's specifications. Chimneys must extend 2'0" vertically above any structure within 10'0" as measured horizontally.
27. Ridges. Call out size and species of ridgeboard.
28. Hips. Call out size and species of hip rafter.
29. Valleys. Call out size and species of valley rafter.
30. Roof Framing:
 - Trusses. Show direction of layout; call out spacing. Show and label hip masters, hip jacks, end jacks, girder trusses, hangers, and bearing areas.
 - Conventional roof framing. Show direction of roof rafter and ceiling joist layout. Call out spacing. Show and label rafter ties, purlins, blocking, support joints, bearing points and/or walls.
31. Smoke detectors. Call out.
32. Concrete foundation. 48" maximum unbalanced backfill. If higher, submit engineering calculations and details with stamp from a Washington State-licensed professional architect or engineer.
33. Concrete foundation with cripple wall. 4'0" maximum unbalanced backfill restrained at base by concrete floor. If higher, submit engineering calculations and details from Washington State-licensed professional architect or engineer;
34. Slope of roof. Call out rise and run.
35. Finish roof material. Call out type of roofing. Specify interlayment and/or underlayment;
36. Roof sheathing. Call out size. Indicate if solid or spaced.
37. Roof members. Call out size. Indicate if stick framed or trussed.
38. Insulation baffle. 1" minimum clear vented air space above the insulation.
39. Eave blocking and attic ventilation. Call out.

40. Gutter. Indicate location.
41. Overhang. Indicate dimensions.
42. Ceiling insulation. Call out R-Value.
43. Gypsum wall board (GWB). Call out thickness.
44. Floor. Call out system. Indicate insulation and any level changes. Example: 3/4" T&G plywood decking over 2' by 10" floor joist (FJ) @ 16" on-center (O.C.) over 1/2" GWB.
45. Walls. Call out system. Example: Exterior – 1" by 8" bevel cedar siding over 1/2" plywood sheathing over 2" by 6" studs @ 16" O.C. with R-19 batt insulation on 1/2" GWB. Interior – 2 x 4 studs @ 16" O.C. with 1/2" GWB each side.
46. Studs. Call out roof and ceiling studs a minimum 3' by 4' or 2' by 6' spaced @ 16" O.C. for walls supporting two floors.
47. Foundations. Call out the extension of concrete 6" above grade for foundations supporting wood.
48. Damp-proofing and waterproofing of foundation walls enclosing a room located below grade. Call out using direction provided in Section R406.1 and Section R406.2 of the IRC, or Section 1807.2 of the IBC.
49. Foundation Wall. Indicate type of construction and size. Refer to Section R305.1 of the IRC (7'0") or Section 1208.2 of the IBC (7'6").
50. Floor To floor, floor to top plate. Call out a minimum 7'0" ceiling height for IRC applications. Refer to Section R305.1 of the IRC. The minimum ceiling height for the IBC applications is 7'6", pursuant to Section 208.2 of the IBC.
51. Garage Separation. Refer to Section R309.2 of the IRC. Call out requirement of 5/8" type 'X' GWB used on ceilings below habitable space. Call out requirement, for garage to house walls and garage walls supporting habitable space above, for the protection with at least 1/2" GWB.
52. Pressure treated sill. Call out size.
53. Anchor bolts. Call out size and spacing. Example: 1/2" x 10" Anchor Bolt (AB) 6'0" O.C.
54. Reinforcing bars or rebar. Call out size and spacing.
55. Drain tile. Call out where recommended and required and in what areas.
56. Grade. Show on elevations drawing.
57. Patios or decks. Call out materials. Indicate distance of finished floor from grade.

Other items to consider:

- Show existing structural foundations, framing and roofing on remodels and additions.
- Indicate openings such as windows and doors.
- Distinguish new from existing. A dashed line should indicate structures or items to be removed.

Type of heating system, fireplaces, stoves to be included in plans. This information is required to check compliance with the mechanical requirements of the IRC or the International Mechanical Code and Washington Energy Code. These forms are available for residential prescriptive options that meet the current Energy Code, or applicants may provide their own energy calculations.

Supporting documentation requirements. The submittal of the following information is necessary for the review of your residential building plans to determine compliance with the IRC:

- **Washington State Energy and Ventilation Code**
 - (a) Complete the *PRESCRIPTIVE* or *COMPONENT PERFORMANCE* Worksheets
 - (b) Provide Heating System Compliance Summary per *ACCA Manual J*
 - (c) Complete Ventilation Compliance Worksheet.
- **Additions.** For additions, include the floor plans of existing adjacent rooms. Show location of windows and their sizes and how they operate (horizontal slider, for example).
- **Retaining walls.** Engineering calculation and details for retaining walls other than per Table 1805.5 of the IBC as amended, as printed on the Grays Harbor County Residential Corrections Sheet.
- **Calculations.** Engineering calculations and details for beams, joists, trusses, lateral loads (wind and/or seismic) and special connections; (change formatting to be consistent - i.e. move the "and over" under engineering)
- **Site inspection(s).** Site inspections by the Architect-of-Record or Engineer-of-Record for the project may be required for special designs.

- **Snow load computations.** Snow loads will be computed using Grays Harbor County Snow Load Analysis based on the 2nd Edition of Snow Load Analysis for Washington published by the Structural Engineers Association of Washington.
- **Floodplain requirements.** Flood Elevation Certificate delineating finished floor elevation and the Federal Emergency Management Agency (FEMA) 100-Year Floodplain Elevation.

- ITEM 9: BUILDING PLAN REVIEW FEES.** The applicant shall provide construction cost information that will be used in conjunction with an IBC formula to determine the cost of the building plan review fee and the building permit fee. The plan review fee, paid at the time of application, is designed to address the cost of the County's review of the building plans to determine the plan's conformance with the provisions of the various applicable development codes. The building permit fee, paid for at the time of permit issuance, is designed to address the cost of County inspections as the project proceeds to completion.

Applicant is to provide dollar values for the above. Dollar amounts should be based on fair market value for materials and labor. For remodels, applicants must estimate the cost of work and the current replacement cost of the structure.

- OTHER REQUIRED SUBMITTALS.** There may be other submittal items required by Grays Harbor County as necessary to process your application. These items typically involve separate applications related to compliance with land use regulations, such as the Grays Harbor County Shoreline Master Program of the Critical Area Protection Ordinance.

The items detailed in this bulletin are required for a complete application. The information noted above is not all-inclusive of what may be required for a building permit application. Because each project and site are different, additional information may be requested during the application process.

Caution: Mail order plans usually meet the local codes and ordinances in the jurisdiction where they were drawn. The drawings may not meet Grays Harbor County Code requirements and local building practices. Property owners should review the plans with someone familiar with Grays Harbor County requirements for compliance and prepare any modifications before application. Customers may find it necessary to seek professional assistance.

Note: Electrical permits are issued by the Washington State Department of Labor and Industries (L&I).

Forms are available via the Grays Harbor County Planning and Building Division website at: www.co.grays-harbor.wa.us, Grays Harbor County Planning and Building Division telephone information line at (360) 246-5579, or at the Grays Harbor County Planning and Building Division office on the third floor of the Grays Harbor County Administration Building located at 100 West Broadway Avenue in the City of Montesano.

Grays Harbor County wishes to state our appreciation to King County for assembling portions of the information contained in this bulletin.

Grays Harbor County
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