Residential Submittal Requirements

Intake Appointment Required - 425.556.2473 or permittech@redmond.gov

City of Redmond WASHINGTON

THE BUILDING PERMIT DOES NOT INCLUDE ANY MECHANICAL, ELECTRICAL, PLUMBING OR FIRE SPRINKLER/ALARM WORK, BUT SHOULD BE INCLUDED IN THE VALUE OF CONSTRUCTION.

Fees collected at time of application

The following non-refundable fees will be collected at the time of application for all residential projects. Please refer to the Residential Building Permit Fee schedule for additional information.

- Building, Fire, Planning, and Public Works Plan Check Fee
- 3%Technology Surcharge based on total permit cost

Electronic plans, incomplete applications, and applications delivered by courier that do not meet the requirements will not be accepted and will result in the application being deemed incomplete.

City of Redmond Design Requirements IRC IRC Table R301.2

2009 International Codes with WA State Amendments
2008 National Electric Code
2009 Uniform Plumb. Code
2009 WSEC
Redmond Municipal Code

Ground snow load	15
Wind speed	85
Seismic design	D2
Weathering	Moderate
Frost line Depth	12”
Termite	Slight
Decay	Moderate
Winter design temp	27˚ F
Ice shield required	No
Flood hazard	1999 Firm
Air freezing index	113
Mean annual temp	52˚ F

ELECTRONIC SUBMITTAL REQUIREMENTS & STANDARDS

Electronic Plan Standards

File Naming Standards:

Bolded items noted indicate the naming convention in which the particular submittal must be named. For example, the Site Plan must be named **Site Plan**.

Plan Sheet Standards:

All plans must be drawn to scale, as specifically identified in the checklist, and each sheet shall state the scale.

Acceptable File Types

Plans, calculations, reports and supporting documents must be uploaded as a PDF.

Plan Orientation: All plans must be uploaded in “Landscape” format in the horizontal position.

ELECTRONIC SUBMITTAL REQUIREMENTS

☐ **A. Site Plan -** Required with all submittals (1”- 10’ scale)
Note: Information on the Supplemental Submittal Requirements must be included on the site plan.

☐ **B. General Application & Submittal Checklist**

☐ C. **Supporting Documentation** Geotechnical report, King County Health Approval (if applicable).

☐ **D. The 2009 WSEC Residential Compliance Form.**
www.energy.wsu.edu/BuildingEfficiency/EnergyCode/aspx

☐ **E. Architectural Plans -** If applicable, stamped and signed

- Spacing of anchor bolts, location, and type of holddown fasteners to the foundation.
- Floor joist size, length, spacing, direction, support, connections and blocking.
- Roof, floor, deck joists size, spacing, direction, length, support, connections, blocking, and type of wood.
- Location of exhaust fans, smoke detectors, plumbing fixtures, mechanical equipment and egress windows.
- Typical roof and wall section with all materials, connections, spacing and sizes of members labeled
- Stair detail showing rise, run, headroom, landings, handrail height, spacing and attachment
- Views of each side of the structure which show existing and proposed grades, roof overhangs
- Maximum building height from average grade and maximum site slope.

☐ **F. Structural Calculations**

- Stamped and signed by Washington State Design Professional

☐ **G. Structural Plans** shall include:

- Design load values, minimum design concrete strength, concrete sack mix and reinforcing bar grade.
- Shear wall schedule noting nail spacing, blocking, bolts, top and bottom plate nailing and washers.
- Location of all holddown straps

Note: *A Geotechnical report maybe required due to difficult soils, steep slopes or other specific lot requirements.*

Fire Department Information

If any of the items below are answered YES, Fire Plan Review is required. Please contact 425.556.2246 for additional information or questions.

Structure 6,000 square feet or larger?	☐ YES	☐ NO	Please note that **ALL NEW RESIDENTIAL** homes will require fire sprinklers. Some additions and alterations may require fire sprinklers due to Ordinance 2324.
Emergency vehicle access 10% or greater slope?	☐ YES	☐ NO	
Driveway width less than 12 feet?	☐ YES	☐ NO	
Is any portion of the structure 300 feet or more from hydrant measured along the road surface?	☐ YES	☐ NO	
Driveway length 50 feet or more from the center of the street to the home?	☐ YES	☐ NO	
Is the home located in a City of Redmond low flow water zone?	☐ YES	☐ NO	For questions regarding water meters, and water meter permits contact 425.556.2876
Is this project to repair damage, destruction, or loss to the property? IF yes is the cost of construction 60% or greater than the King County Assessor's Improvement Value?	☐ YES	☐ NO	
If remodeling, or adding square footage, is the cost of construction 100% or greater than the King County Assessor's Improvement Value?	☐ YES	☐ NO	

***King County Assessor Value** can be found at http://www5.kingcounty.gov/parcelviewer/viewer/kingcounty/viewer.asp. Search by address or parcel. View the property report, the Appraised Improvements (Imps) Value for the current year is toward the bottom.

Engineering/Transportation Information

Off-site street improvements may be required for new residential homes and some residential additions/ alterations per Redmond Zoning Code. If any of the items below are answered YES, Off-Site Street Improvements may apply.

Will your proposal increase the gross floor area by 20% or greater?	☐ YES	☐ NO	For further information contact Kurt Seemann @ 425.556.2881 or kseemann@redmond.gov RZC 21.17.010(F)
Will your proposal (including alterations and repairs) exceed 100% of the King County Assessors determination of value of the previously existing structure?	☐ YES	☐ NO	

Side Sewer Information

The City of Redmond is concerned with the potential contamination of the ground and surface water in Redmond. If any of the items below are answered "YES" it is advisable that the side sewer be TV'd and the tape and TV report be turned in with the building permit application. Determine the route and material of the side sewer and look for trees above the line, roots from aggressive trees can create a problem in a side sewer.

The side sewer serving the subject property is concrete pipe **AND** three or more water fixtures are being added.	☐ YES	☐ NO	For questions regarding side sewers contact 425.556.2876. RMC 13.04.150 & RMC13.04.260
The side sewer that serves the subject property connects to the sewer main along the shoreline of Lake Sammamish **AND** three or more water fixtures are being added.	☐ YES	☐ NO	
Building a new single family residence on property after the existing single family residence is demolished.	☐ YES	☐ NO	

State of Washington's Requirement for Acting as Your Own Contractor

City of Redmond
WASHINGTON

The City of Redmond would like to advise you of the State of Washington's requirements for acting as your own contractor.

As the owner of a structure, whether private residence, office building, or apartment complex, you are allowed to act as your own general contractor as long as the person hired to work for you (such as a subcontractor) is a contractor licensed and bonded by the Department of Labor and Industry of the State of Washington.

Persons hired to install, repair or construct are required by law to apply for their own permit. These requirements are to safeguard the owner from individuals who have no financial responsibilities to honor contracts or to assure work is completed.

A person under your regular employment, such as a maintenance person, does not need to have a contractor's license. A neighbor, relative, or a friend need not be licensed when only assisting you.

A contractor or individual who has offered to perform such work as remodeling, repairs, and additions is incorrect if he informs you that a permit is not required.

Failure to hire licensed contractors to perform work in the trades violates State law and will void your permit.

In hiring an unlicensed subcontractor you assume all risk and liability.

I hereby acknowledge this notification:

A City of Redmond Business License is still required for any contractor or subcontractor that does work within the City limits.

_____
Owner Print Name

_____
Date

_____
Owner Signature

Office Use Only

BPLN: _____ PARCEL #: _____

ADDRESS: _____

Residential Building Permit Fees — Effective 1.7.2013

- For estimates please contact a Permit Technician at 425-556-2473 or permittech@redmond.gov.
- Electrical, Mechanical and Plumbing permits are issued separately, see appropriate fee schedules.
- **Definition of valuation**: The prevailing fair market value of all labor, materials and equipment, whether actually paid or not.

How to calculate fees:

Step 1: Take total valuation of project and find the range in the Building permit fee table.

Step 2: For applicable plan review fees add Fire, Planning, and Public Works fees and add 65% of the Building permit fee.

Step 3: Add a 3% Technology Surcharge fee (applied to the total permit fees).

Step 4: Add a $4.50 State Building Code fee.

Please note at time of submittal we collect Plan review fees, Tech Surcharge fee, Planning, Public Works and Fire fees. At issuance the following fees are paid in full: adjusted plan review fees, permit fee, state building code surcharge, and impact fees.

Building Permit Fees	
The fees for building permits are based on the valuation of work being performed under the IBC and IRC Codes.	
Total Valuation	**Fees**
$0.01 to $500.00	$26.43
$500.01 to $2,000.00	$26.43 for the first $500.00 plus $3.43 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,000.01 to $25,000.00	$77.90 for the first $2,000.00 plus $15.73 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,000.01 to $50,000.00	$440.16 for the first $25,000.00 plus $11.36 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,000.01 to $100,000.00	$724.23 for the first $50,000.00 plus $7.89 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,000.01 to $500,000.00	$1,117.98 for the first $100,000.00 plus $6.31 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,0000.01 to $1,000,000.00	$3,638.00 for the first $500,000.00 plus $5.34 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,000.01 and up	$6,309.87 for the first $1,000,000.00 plus $4.11 for each additional $1,000.00, or fraction thereof
Plan Review Fees	
The Plan Review amount shall be an amount equal to 65% of the building permit fee set forth in the table above.	

RESIDENTIAL PERMIT AND OTHER FEES	
Other Fees	
State Building Code Fee	$4.50 per unit and $2.00 for each additional unit
Green Nonattainment Fee	Shall apply when developers intending to build Green Buildings change project scope to non-Green buildings. The nonattainment fee shall be set at 50% of the total permit fee.
Public Works	
Detached SFR	$145.42
Building	
Inspection outside normal business hours	1.5 times hourly rate
Investigation fee	Same as permit fee
Permit Extension	.5 hourly rate prior to expiration date. One extension allowed in plan review and during inspection for 180 days.
Permit Reactivation	Permits shall automatically become invalid unless the work authorized by such permit is commenced within 180 days after issuance and not suspended or abandoned for a period of 180 days. Before such work recommences, a new permit shall be first obtained and the fee to recommence work shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the orignal construction documents for such work, and provided further that such expiration, suspension,or abandonment has not exceeded 180 days. Code cycles may not be crossed over into from one year to the next without separate permits and plan review.
Revision and Deferred Submittals	2 hour minimum fee and charged at hourly rate or fraction thereof after
Planning	
Accessory Structure, Manufactured Home, Registered Basic (Plan Cases Only), and Registered Basic	$55.88
Change of Use to Residential	$55.88
Deck	$27.94
New construction, Green: New Residential	$195.57
Plan Revisions	$111.76
Re-Inspection Fees	$111.76
Residential Addition	$111.76
Swimming Pool	$139.70
Fire	
Additional Plan Reviews	$117.42/hour minimum
Change of Use to Residential	$352.27
Expired Permits	Reactivate permit in less than 6 months from expiration - 1/2 of permit fee
Green: New Residential, Residential New Construction, Addition, Remodel, Deck, Accessory Structure, Manufactured Home, Registered Basic	$117.42
Inspection outside normal business hours	1.5 times hourly rate
Investigation Fee- Work without a Permit	Permit fee amount
Miscellaneous Requests	$117.42/hour
Permit Extensions	$58.71
Plan Revisions	$234.84 minimum
Re-Inspection Fees	$117.42/hour minimum

Residential Building Application

☐ Deck ☐ Accessory Structure ☐ Remodel ☐ Addition ☐ New ☐ Re-Roof ☐ Garage
☐ Swimming Pool ☐ Manufactured Home ☐ ADU ☐ IRC Townhome # of units___

City of Redmond WASHINGTON

Green Certification Level

Built Green: ☐ 4 star ☐ 5 star

LEED for Homes: ☐ Silver ☐ Gold ☐ Platinum

Office Use Only

LAND:_____ DATE:_____
BLDG:_____ APP EXPIRES:_____
BPLN:_____ ACCEPTED BY: _____
PAYMENT METHOD:_____ TYPE:_____

Value of Construction/KC Assessor Value

*Value of Construction: $_____

*King County Assessors
Improvement Value ólŦ I·LJLJfłÖI·ōfŜú_____

Lender Information

Lender name: _____ ☐ N/A
Mailing address: _____
City:_____ State: _____ Zip: _____
Phone: _____
Fax: _____
E-mail:_____

Site Location

Site address:_____

Tax parcel number: _____

Project name/Tenant:_____

Plat name/Lot number:_____

Property owner:_____

Mailing address:_____

City: _____ State:_____ Zip:_____

Phone: _____

Applicant Information

Contact Person: _____
Company Name:_____
Mailing Address:_____
City:_____
State:_____ Zip:_____
Phone: _____ Fax:_____
E-mail:_____

Billing Contact (Same As)

☐Applicant ☐ Owner ☐ Tenant ☐ Design Professional ☐ Contractor ☐ Other (Name) _____
Mailing Address: _____
Phone: _____ E-mail: _____

Detailed Description of Work

_____

_____

_____

General Contractor Information

Company name:_____

Mailing address: _____

City:_____ State:_____Zip:_____

Phone: _____Fax: _____

State contractor's license #:_____

Expiration date:_____

City of Redmond business license #:RED_____

E-mail: _____

Designed By ☐ Architect ☐ Engineer ☐ Other

Contact person:_____
Company name: _____
Mailing address: _____
City: _____
State: _____ Zip: _____
Phone: _____
Fax: _____
E-mail:_____

Development Services Center, 15670 NE 85th St, Redmond, WA 98052 425.556.2473

Building Information

Sprinkler System	☐ Yes ☐ No	Accessory Dwelling Unit (ADU)	☐ Yes ☐ No
Basement	☐ Yes ☐ No	Well[1]	☐ Yes ☐ No
Number of stories	_____	Septic System[1]	☐ Yes ☐ No
Low fire flow area	☐ Yes ☐ No		

[1]King County Health Department **approval** is required for all homes on septic or well systems at time of building permit submittal. For more information contact King County Health at 206.296.4932.

Building Square Footage

	Dwelling	Covered Deck/Porch	Uncovered Deck/Porch	Garage	***TOTAL***	Detached Structure
IRC Townhomes						
Existing						
New or Additional Square Footage						
Removed Square Footage						
TOTAL						
Remodeled Square Footage						

Permit Information

***Value of Construction**: The applicant for a permit shall provide an estimated permit value at time of application. Building permit valuations shall include total value of the work for which a permit is being issued, such as electrical, gas, mechanical, plumbing, equipment and other permanent systems, including materials and labor. (IRC 108.3 Building permit valuations.)

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Expiration of Plan Review: An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the Building Official is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be required in writing and justifiable cause demonstrated. (IRC 105.3.2 Time limitation of application.)

Building Owner or Authorized Agent

I hereby certify that I have read and examined this application and know the same to be true and correct, and I am authorized to apply for this permit.

Print Name: _____ ***Date:*** _____

Signature: _____

Office Use Only

Existing Bldg (Sq Ft) _____	Proposed Bldg (Sq Ft) _____
Additional (Sq Ft) _____	Area of Const (Sq Ft) _____