



CONSTRUCTION PERMIT APPLICATION

230 Pioneer Street / PO Box 608
Ridgefield, WA 98642
Tel: (360) 887-3557 / Fax: (360) 887-0861
www.ci.ridgefield.wa.us

OFFICE USE ONLY

FILE #

FILE NAMES

RECEIVED BY

FEE PAID

DATE SUBMITTED

APPLICATION INFORMATION AS APPLICABLE

OWNER: Check box if contact

Name _____

Address _____

City, State, ZIP _____

Phone _____ Fax _____ Email _____

APPLICANT: Check box if contact

Name _____

Address _____ City, State, ZIP _____

Phone _____ Fax _____ Email _____

CONTRACTOR: Check box if contact

Name _____

Address _____ City, State, ZIP _____

Phone _____ Fax _____ Email _____

Contractors License # _____ Exp. Date _____

City Business License # _____ Exp. Date _____

CERTIFIED EROSION CONTROL PERSON: _____

DESCRIPTION OF WORK: _____

PROPERTY INFORMATION (REQUIRED)

Site Address _____ Subdivision & Lot _____ Parcel # _____

Permit type Building Plumbing Mechanical Other

Application type Residential Commercial
 New New
 Addition Addition
 Remodel Tenant Improvement

Value of proposed work \$ _____ Value of existing building \$ _____

Type(s) of construction:

Occupancy use(s):

Type: _____ Sq.Ft. _____
Type: _____ Sq.Ft. _____
Type: _____ Sq.Ft. _____

Utilities Public water/meter size _____ Private well Public Sewer Septic system

Type of heat Electric Gas Other

Indicate square footage proposed floor area

Finished _____ Sq.Ft. Unfinished _____ Sq.Ft. **TOTAL EXISTING** _____ Sq.Ft.
Decks/covd. patio _____ Sq.Ft Garage _____ Sq.Ft. **TOTAL PROPOSED** _____ Sq.Ft.
Number of bathrooms _____ Number of bedrooms _____

Plumbing fixture count (indicate number of each)

____ Bath tub	____ Dishwasher	____ Ice machine	____ Area drain
____ Lavatory	____ Water softener	____ Glass fill station	____ Roof drain
____ Shower	____ Auto washer	____ Gas pipe system	____ Refrigerator drain
____ Water closet	____ Electric water heater	____ Gas water heater	____ Processing equipment drain
____ Kitchen sink	____ Hose bibs	____ Swimming pool	____ Aspirator
____ Service sink	____ Alternative water	____ Coffee maker	____ Septic tank
____ Grease trap	____ Alternative waste	____ Drinking fountain	____ Dry well
____ Wash tray	____ Relay sewer	____ Dental Lavatory	____ Drain field
____ Urinal	____ Car wash sump	____ Floor drain	____ Garbage disposal unit
____ Sump pump	____ Bar sink	____ Floor sink	____ Dental chair
____ Trailer trap	____ Glass washer	____ Other	____ X-ray tank
____ Fountain drain	____ Water connection		____ TOTAL

Mechanical fixture count (indicate number of each)

___ Air hand.<10,000CFM	___ Boiler or compr. >50hp	___ Heat Pump/AC 0-3	___ Vent Fan w/duct
___ Air hand.>10,000CFM	___ Cooling unit	___ Heat Pump/AC 3-15	___ Hood w/mech. exhaust
___ Appliances	___ Ducts	___ Heat Pump/AC 15-30	___ Ventilation system
___ Appliance Ventilation	___ Evap. cooler	___ Heat Pump/AC 30-50	___ Wood/Pellet/ Gas Stove Insert
___ Boiler or compr. <3hp	___ Furnace Floor	___ Heat Pump/AC >50	___ Wood/Pellet/Gas Stove Free Standing
___ Boiler or compr. 3-15hp	___ Furnace < 1000k BTU	___ Heater	___ Other
___ Boiler or compr. 15-30hp	___ Furnace > 1000k BTU	___ Incinerator Commercial	___ TOTAL
___ Boiler or Comp. 30-50 HP	___ Gas piping	___ Incinerator Residential	

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge and that I am the owner of the premises where the work is to be performed or am acting as the owner's authorized agent. I further agree to hold harmless the City as to any claim (including costs, expenses and attorney's fees incurred in investigation of such claim) which may be made by any person, including the undersigned, an filed against the City, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as a part of this application. The building official may, in writing, suspend or revoke a permit issued under the provisions of this code whenever a permit is issued in error or on the basis of incorrect information supplied, or in violation of any ordinance or regulation or any of the provisions of this code.

Signature of Owner/Authorized Agent _____ Date _____

(Original signature required)



Residential Plot Plan Check List

Applicant will provide two sets of the following:

Scale

Use only standard scales found on an Engineer's scale (1"=10', 1"=20' etc.)

Size

No plot plans larger than 8.5 x 11 or smaller than 11 x 17

Identify Property Features

- North arrow
- Lot and subdivision name and/or tax lot and parcel number
- Property lines and dimensions
- Easement (size, type, dimensions)
- Driveway and access point (shown with width, length and distance from the property line)
- Right of ways (street names, width, and centerline dimensions.
- Bridges (if applicable)
- Physical attributes and buffers (wetlands, water, slopes, etc.)

Identify Proposed Structures and Features

- Dimension, footprint, and roofline of proposed structure
- Elevations at four corners of structure in addition to property corners (If applicable)
- Setback from closest point of structure to property lines, edge of easement, right of ways, water marks/ways, features, and buffers
- Building envelopes, if shown on recorded plat (for geohazard setbacks, habitat buffers etc.)

Identify Existing Structures and Features

- Show and label all existing structures including dimensions
- Are trees being removed? Y/N How many?

*****Plot plans must be legible or your application will NOT be accepted. *****



Residential Plan Check List Details

Applicant will provide two sets of the following:

<p>1. Complete sets of legible plans. For plans to be accepted they must be drawn to 1/4" = 1', showing conformance to local and state building laws. Structural details and connections must be submitted with plans or a separate full size sheet attached to the plans with cross references between plan location and details if home was constructed by and engineer. Engineer of record's detail sheets shall be attached as required.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>2. Foundation Plan. Show all dimensions, anchor bolts and location, hold-downs, concrete pads, connection details, vent size and location</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>3. Floor Plans. Show dimensions, identify all rooms, identify all permanent elements and systems, and include window sizes, location of smoke detectors, water heater, furnace, ventilation fans, plumbing fixtures balconies and decks.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>4. Cross sections(s) details. Show all framing-member sizes and spacing such as floor beams, headers, joists, sub-floor, wall construction and roof connection. Show details of all wall and roof sheathing, roofing roof slope, ceiling height, siding material, footings and foundation, retaining walls, stairs, fireplace constructions, thermal insulation, etc.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>5. Elevation views: Provide all elevations for new construction; minimum of two elevations for additional remodels. Exterior elevations must reflect actual grade if the change in grade is greater than four feet at ceiling envelope.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>6. Wall bracing: prescriptive path or engineered lateral analysis (circle one). Plans must include details, exterior and interior locations; for non-prescriptive path analysis provide, specifications and calculations to engineering standards.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>7. Floor/roof framing. Provide plans for all floors/roof assemblies, indicating type and lumber sizing, spacing, and bearing locations. Show attic ventilation</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>8. Basement and retaining walls. Provide cross sections dimensions and details showing placement of rebar. Provide engineer's calculations below.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>9. Manufactured floor/roof truss design details. Show location and type of connections, per IRC Standards.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>10. Beam and joist sizes. Provide prescriptive beam and joist sizes by code reference or submit engineering calculations and detail.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>11. Engineer's calculations. Engineering calculations shall be stamped by and engineer or architect licensed in the State of Washington. Engineering shall be site specific. Note: Stamped engineering or architectural documents must have a "wet" (original) signature.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

You could be subject to a minimum two-hour plan review fee if not all plan information is submitted



Submittal Checklist

Commercial, Single Family, Multi-Family

COMMERCIAL APPLICATIONS

	Two (2) complete sets of legible construction plans , drawn to scale (i.e. 1/8"-1', 1/4=1' etc) in blue line print or drawn in ink and conforming to applicable local and state building codes.
	<ul style="list-style-type: none"> a) Building construction plans must contain cross sections, elevations, floor plans and egress route b) Mechanical plans must include unit locations, duct size(s) and WSEC Mechanical Code Compliance Forms c) Plumbing plans must include gas piping plans, meter size(s) and locations, and backflow assembly d) Provide structural plans/or structural calcs (if applicable)
	Reduced Site Plan 8.5X11" (For new buildings only)
	Reduced Floor Plan- Showing entire floor, adjacent suit numbers and north arrow (Tenant Improvement/Addition)
	<p>Please Note</p> <ul style="list-style-type: none"> a) Separate permits are needed for Building, Mechanical, and Plumbing. b) The City of Ridgefield does NOT issue Electrical Permits. c) A separate permit is required for all work located in the City of Ridgefield's right-of-way.

RESIDENTIAL APPLICATIONS

	Completed and signed application
	<p>Two (2) complete sets of legible construction plans, drawn to scale (i.e. 1/4=1') in blue line print or drawn in ink and conforming to applicable local and state building codes.</p> <ul style="list-style-type: none"> a) Please refer to the Plan Check List Details for detailed instruction on construction plans
	<p>Two (2) Plot Plans on 8.5X11</p> <ul style="list-style-type: none"> a) Please refer to the Plot Plan Check List for detailed instructions on plot plans.
	Two (2) sets of calculations (if applicable)

MULTI-FAMILY

	Two (2) complete sets of legible construction plans , drawn to scale (i.e. 1/8"-1', 1/4=1' etc) in blue line print or drawn in ink and conforming to applicable local and state building codes.
	Two (2) structural calculations (if applicable)
	Reduced Site Plan & Elevation Plan 8.5X11
	Letter or Certification or Recorded Irrevocable Covenant
	Architect or Engineer's Statement
	<p>Stamp and Signature of the responsible licensed architect or engineer on the title page of construction documents with the statement:</p> <p><i>"The undersigned has provided building enclosure documents that in my professional judgment are appropriate to satisfy the requirements of RCW 64.55.005 through 64.55.090.</i></p> <p>Note: The building department is not charged with determining whether the building enclosure design documents are adequate or appropriate to satisfy the requirements of RCW 64.55.005 through 64.55.090. Nothing in RCW 64.55.005 through 64.55.090 requires a building department to review, approve, or disapprove enclosure design documents.</p>