



Submittal Checklist for Multi-Family and Commercial Development

All applications for a building permit for construction of multi-family, commercial, and non-residential development shall be accompanied by the following information, unless the Building Official determines the requirement is not necessary to obtain compliance with the City's codes:

- ___ Payment of an upfront Plan Review Fee as may be required by the Building Official.
- ___ Two (2) copies of Construction Documents of sufficient clarity to indicate the location, nature, and extent of the work proposed and showing in detail that it will conform to the laws, ordinance, rules and regulations of the City.
- ___ Two (2) copies of a Site Plan, drawn to scale and in accordance with an accurate boundary line survey, including the following information:
 - ___ North arrow
 - ___ Outline and dimensions of the property boundaries
 - ___ Size and location of all new construction and existing structures on the site
 - ___ Distance from lot lines to all new construction and existing structures
 - ___ Distance between any existing structures and the proposed structure
 - ___ Established street grades and proposed finished grades
 - ___ Location of all parking areas and other improvements to be constructed in conjunction with the development
- ___ Two (2) copies of fire protection system shop drawings containing all information necessary to verify compliance with IBC Chapter 9- Fire Protection Systems.
- ___ Two (2) copies of diagrams of sufficient detail to show the means of egress, including the path of the exit discharge to the public way and, when required, the number of occupants to be accommodated on every floor, and in all rooms and spaces.
- ___ Two (2) descriptions of the exterior wall envelope in sufficient detail to determine compliance with adopted codes, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves or parapets, means of drainage, water-resistive membrane and details around openings, and manufacturers installations instructions for wall penetrations, etc.
- ___ Washington State Energy Code form including information on window schedule, insulation values, mechanical systems, etc.
- ___ Geotechnical Report containing all information necessary to verify compliance with IBC Chapter 18- Geotechnical Investigations.
- ___ Environmental submittals for certain construction projects or when located in floodplains, geologically hazardous areas, wetlands or other critical and shoreline areas protected by State law.

- ___ Verification of water availability through application to the Public Works Department. If public water is not available, then a copy of the Skamania County Community Development Department's (509-427-3900) Water Availability Verification (WAV).
- ___ Verification of sewer availability through application to the Public Works Department. If public sewer is not available, then a copy of the Public Works Director's permission to install septic system and the Skamania County Environmental Health Department's (509-427-3900) approval of the septic system design.
- ___ Any other data or information required by the Building Official to aid review of the application for code compliance.