

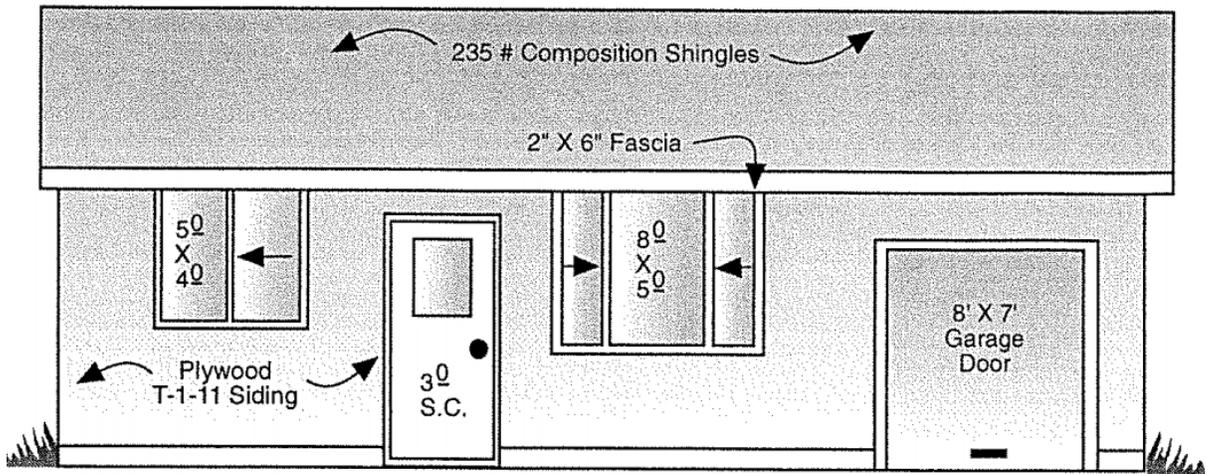
Building Plan Requirements for Single-Family Building Permits

What is a Building Plan? A building plan is used to communicate your project to the plans examiner. A detailed set of plans helps you in your own planning, it be aesthetically or financially. A complete set of plans also helps identify and correct pre-construction problems avoiding costly mistakes or changes during construction.

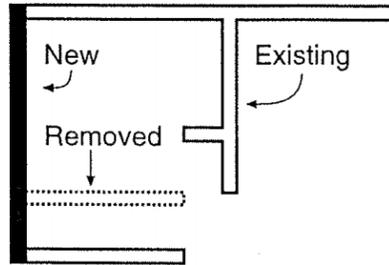
What is the process after building plans are received? Three sets of plans are required for issuance of a residential building permit. One set of stamped approved plans will be returned to you as the “Job Site Copy”, one set will be retained by the Building Department as the “City Copy”, and one set of plans will be sent to Washington County Assessor’s office. Plans with too many errors or inconsistencies will be returned for correction/revision.

What are the building plan and submittal requirements? Plans sizes must be large enough to see the details. Plans must be drawn to scale, showing conformance to applicable local and state building codes, including the following:

- **Elevation Views:** Provide elevations for new construction; minimum of two elevations for additions and remodels. Exterior elevations must reflect the actual grade if the change in grade is greater than four foot at building envelope. Exterior materials should be noted.



- **Wall bracing (prescriptive path) and/or lateral analysis plans:** Must indicate details and locations; for non-prescriptive path analysis provide specifications and calculations to engineering standards.
- **Addition/Renovations:** If you plans are for an addition or renovation, show the schematic floor plan of the entire house to scale. Dimensions and details are needed only where the new work is to be done. The example below shows how to show the existing, removed, and new construction so it is clear to the plans examiner.



- **Floor/Roof Framing:** Provide plans for all floors/roof assemblies, indicating member sizing, spacing, and bearing locations. Show attic ventilation.
- **Basement and retaining walls:** Provide cross sections and details showing placement of rebar. For engineered systems, engineered drawings and calculations are required.
- **Beam and Footing calculations (2 copies):** Provide two sets of calculations using current code design values for all beams, concrete footings, and multiple joists over 10 feet long and /or any beam/joist carrying a non-uniform load.
- **Manufactured floor/roof truss design details (2 copies):** Truss/joist layout and calculations provided by the manufacturer.
- **Energy Code compliance:** Energy Code conditions should comply with ORSC Table N1104.1(1) and two additional measures from ORSC Table 1101.1(2) with proposed options clearly identified on the plans or on the form.
- **Engineer's Calculations (2 copies):** When required or provided, the calculations and pages must be stamped by a structural engineer or architect licensed in Oregon and shall be shown to be applicable to the project under review.
- **Permit Applications:** A completed *and signed* Building, Plumbing, and Mechanical permit application form must be filled out with a clear description of work and required data portion filled out with number of bedrooms, bathrooms, floors as well as square footage. Electrical permits are pulled through Washington County Building Department (503) 846-3470.
- A Clean Water Services Site Assessment Pre-Screen and Service Provider Letter may be required before plan submittal. To find out if a property is in a sensitive area, call (503) 681-6144.