



# City of Puyallup Application for Building Permit

PRDK20241951

333 S. Meridian  
Puyallup, WA 98371  
Tel: (253) 864-4165  
[permitcenter@puyallupwa.gov](mailto:permitcenter@puyallupwa.gov)

Parcel No:	Site Address:	
Owner Name:	Tel:	
Owner Address:	City:	Zip:
Contractor Name:	Tel:	
Contractor Address:	City:	Zip:
WA State License:	Exp Date:	City Business License:
Contact Name:	Email:	
Contact Tel:	Fax:	
Lender Name:	Address:	Tel:

**Project Description:** \_\_\_\_\_

If the project disturbs one acre or more, the applicant must apply for a NPDES Construction stormwater general permit from the Department of Ecology. For additional information visit DOE website [www.ecy.wa.gov/programs/wq/stormwater/construction](http://www.ecy.wa.gov/programs/wq/stormwater/construction)

### ***Building Permit Information***

COMMERCIAL OR RESIDENTIAL		TYPE OF CONSTRUCTION	
OCCUPANCY TYPE		FIRST FLOOR SQ. FT.	
OCCUPANCY LOAD		SECOND FLOOR SQ. FT.	
# OF DWELLING UNITS		BASEMENT SQ. FT.	
# OF BEDROOMS		GARAGE SQ. FT.	
# OF BATHROOMS		COVERED PORCH SQ. FT.	
BUILDING HEIGHT		PATIO SQ. FT.	
ZONING		DECK SQ. FT.	
LOT SIZE SQ. FT.		HEAT TYPE	
LOT COVERAGE: (%)		CHANGE OF USE?	
IMPERVIOUS SURFACE SQ. FT.		AIR CONDITIONED?	
PROJECT DISTURBED AREA SQ. FT.		FIRE SPRINKLERS?	
SEWER OR SEPTIC		LOCATED IN FLOOD PLAIN?	
WATER PURVEYOR		<b>VALUATION</b>	<b>\$</b>

**I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.**

**BY LEAVING THE CONTRACTOR INFORMATION SECTION BLANK, I HEREBY CERTIFY FURTHER THAT CONTRACTORS (GENERAL OR SUBCONTRACTORS) WILL NOT BE HIRED TO PERFORM ANY WORK IN ASSOCIATION WITH THIS PERMIT. I ALSO CERTIFY THAT IF I DO CHOOSE TO HIRE A CONTRACTOR (GENERAL OR SUBCONTRACTOR) I WILL ONLY HIRE THOSE CONTRACTORS THAT ARE LICENSED BY THE STATE OF WASHINGTON.**

\_\_\_\_\_  
**SIGNATURE OWNER / AUTHORIZED AGENT**

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**DATE**

## Plan Submittal Checklist for Single Family Residence

- A site plan, drawn to scale on minimum 8½" x 11". Details to include setbacks, easements, other structures & features, adjacent right-of-way, drive access, septic and/or utility lines, and contours of slopes over 15% grade at 2-foot intervals.
  - Plans (**Engineer or Architect Stamped** on all sheets)
    - Foundation Plan: footing size, wall height, section & reinforcing.
    - Floor plan with room use identified  Floor framing plan for each floor (post & beam or joist w/ size & spacing)  Ceiling/roof framing plan or truss layout w/ reactions from truss manufacturer  Truss layout with hanger and reactions for girder/carrier trusses  Truss drawings for TJI's or BCI's  Truss specifications packet **Engineer Stamped**
    - Window & door sizes, header sizes, U-values
    - Complete building sections - special sections (show floor, wall & ceiling height, insulation R-value of floors, walls & ceilings. Show sections through stairs - headroom)
    - Construction details (i.e. structural members, insulation, sheathing, siding, roofing, bracing, dimensions, etc.)
    - Exterior porches & decks (resistance to decay including support footings)
    - Special equipment (fireplace, woodstove, hydro-massage tub, etc.)
    - Location of all smoke detectors
    - Handrail/guardrail details for stairs, landings, decks
  - Energy Worksheets: <http://www.energy.wsu.edu/BuildingEfficiency/EnergyCode.aspx>
  - Engineering plans/calculations for special conditions – **Engineer stamped**
    - Basement & retaining walls 4 feet and higher  Beams supporting combined roof & floor loads  Beams supporting other beams or girder trusses  Shear walls when bracing not provided as required.
  - If less than 2,000 square feet of new + replaced hard surface: submit a temporary sediment and erosion control plan per the 2014 update to the 2012 Stormwater Management Manual for Western Washington
  - If greater than 2,000 square feet of new + replaced hard surface: submit a Stormwater site plan, report and temporary sediment and erosion control plan and report that satisfy the 2014 update to the 2012 Stormwater Management Manual for Western Washington and City standards
  - Plan Review Fee
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## Plan Submittal Checklist for Commercial Projects

- Site plan, drawn to scale on minimum 8½" x 11". Details to include setbacks, easements, soil reports, other structures & features, adjacent right-of-way, drive access, septic and/or utility lines, and contours of slopes over 15% grade at 2-foot intervals, Fire Department access and hydrants, and names of adjacent streets.
- Complete sets of plans including building, plumbing, and mechanical.** (**Engineer or Architect Stamped** on all sheets)
- Set of structural calculations – **Engineer Stamped**
- Specifications – as applicable.
- Driveways, sidewalks, parking, and accessible routes
- Exterior elevations  Complete building sections - special sections
- Building code summary  Proposed use  Construction Type  Occupancy Group Classification  Allowable Area  Actual Area  Dimension yard width on site plan where used for allowable area increase.
- Occupant load calculations and exiting, including exit width calculations
- Energy worksheets including envelope calculations, HVAC, and lighting budget
- Foundation plan including footing sizes, wall heights, cross-sections and reinforcing  Floor plan with room use identified for each floor  Floor framing plan each floor (slab, post & beam or joist)  Ceiling/roof framing plan or truss layout with girder truss reactions
- Window & door sizes, header sizes, and U-Values
- Construction details (i.e. structural members, insulation, sheathing, roofing, diaphragms, shear walls)
- Handrail / guardrail / stair details (with headroom) for stairs and landings
- Smoke detectors, fire alarm, sprinkler system details (if required)
- Engineering for special conditions (truss, basement, retaining walls, shear walls, lateral bracing, load transfer etc.)
- Plumbing plans including layout and fixture count - **Plumbing Fixture Worksheet is required with plumbing plans**
- Special equipment (kitchen, HVAC, Boiler, fireplace, woodstove, etc.)
- Mechanical plans including layout, location and make/model of equipment
- Traffic Scoping Worksheet
- Plan Review Fee