



RESIDENTIAL REMODEL Submittal Requirements

A *remodel* involves changes within an existing building, such as adding or removing walls, doors, or windows; or creating habitable space out of unfinished areas. Many remodels can be issued “subject to field inspection,” while others will need to go through the plan review process. So that we can effectively determine the scope of the work and applicable code requirements, please provide all of the requested information.

- Completed** permit application.
 - Permit must include all plumbing and mechanical work associated with project.
- Check, cash, or Visa/MasterCard for applicable **fees**.
- Two copies of the drawings; assembled into complete sets.
- Two copies of *Washington State Energy Code* compliance forms, if required for project.
- Two copies of septic approval by the King County Health Department, if applicable to project.

MINIMUM DRAWING REQUIREMENTS

- Plans shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed; and shall demonstrate how the proposed work conforms to the provisions of adopted codes and ordinances.
- Plans must be drawn to scale ($\frac{1}{4}'' = 1'$ minimum), dimensioned, and labeled.
- Minimum plan size 11" x 17".
- Plans shall include:
 - Floor Plan** for each story including:
 - All rooms shown and labeled as to use.
 - Clearly delineated scope of work.
 - Size and height of bedroom windows.
 - Proposed (new or relocated) plumbing fixtures.
 - Proposed (new or relocated) mechanical equipment and appliances.
 - Existing and proposed smoke and carbon monoxide detectors.
 - Cross-section** showing footing, foundation, floor, wall, and roof construction.
 - Framing** details for wall, roof, and floor construction.
 - Stair and handrail** detail, if applicable.
 - Elevation drawings** of exterior walls modified by remodel.
 - Engineering** if making structural changes.