



Commercial Building Permit Application

APPLICATION TYPE

☐ Commercial

☐ Multi-Family

TYPE OF WORK (check all that apply)

☐ New Construction

☐ Addition/Remodel

☐ Accessory Building

☐ Change of Use/Occupancy

☐ Re-Roof

☐ Demolition

☐ Tenant Improvement

☐ Other

JOB SITE INFORMATION

Site Address:

Geo ID or Property ID:

Subdivision:

Lot:

Block:

Legal Description:

PROPERTY OWNER CONSENT INFORMATION

Are you the property owner?

☐ Yes

☐ No

If you are not the property owner you will need to submit a completed Landowner/Agent Consent Form.

BUILDING OWNER/APPLICANT

Name:

Address:

City:

State:

Zip:

Phone:

Fax:

Email:

GENERAL CONTRACTOR

Name:

Address:

City:

State:

Zip:

Phone:

Fax:

Email:

Contractor License #:

UBI:

ENGINEER (if applicable)

Name:

Address:

City:

State:

Zip:

Phone:

Fax:

Email:

ARCHITECT (if applicable)

Name:

Address:

City:

State:

Zip:

Phone:

Fax:

Email:

WORK DETAIL

Project Description:

TOTAL PROJECT VALUATION (includes cost of labor and materials):

\$

Land Use Zone:

Occupancy Class:

Construction Type:

NEW CONSTRUCTION DETAILS (complete all that apply)

Number of Bedrooms:

Number of Stories:

Total Building (sq. ft.):

Main Floor (sq. ft.):

Height to Peak:

Primary Occupancy (sq. ft.):

Upper Floor (sq. ft.):

Heat Source:

Secondary Occupancy (sq. ft.):

Garage (sq. ft.):

Impervious Surface Area:

Sewer or Septic #:

Deck/Covered Patio (sq. ft.):

Bldg. Dimensions:

ADDITIONAL INFORMATION

Will you be installing an irrigation system?

☐ Yes☐ No

Will you be installing a fire alarm/sprinkler system?

☐ Yes☐ No

Are you applying for a Plumbing and/or Mechanical Permit with this application? (If yes, complete applicable permit)

☐ Yes☐ No**NOTICE**

A separate permit is required for electrical through State of Washington Department of Labor & Industries. Separate applications are required for Washington State Patrol (WSP) fire / fire and life safety, NREC 2021 Washington State Energy Code. The building official will assign the fee when plans of the project are reviewed. Permits are valid for one year from issue date and may be renewed for \$55.00 via card, cash, or check (payable to Pend Oreille County) per year for a total of four additional times (maximum five years). Applications may be delivered to the Community Development Department at 418 South Scott Avenue, Newport WA 99156 or mailed to: P.O. Box 5066 Newport, WA 99156.

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. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulating construction or the performances of construction.

Signature:

Date:



Pend Oreille County

Community Development Department

P. O. Box 5066 Newport, Washington 99156-506

Phone: 509-447-4821

Commercial and Multi-Family Building Permit Application Checklist

WHAT IS THIS

The purpose of this checklist is to guide you through the process of obtaining a building permit for a commercial or multi-family structure. Information contained below is not intended to be a comprehensive list of information required for obtaining your permit as requirements for specific buildings or uses may vary. It is intended to give you a general outline of the permitting process.

PERMIT PROCESS

New commercial construction in Pend Oreille County must conform to all adopted County, state, and federal codes, including but not limited to the International Building, Fire, and Mechanical codes, Uniform Plumbing code, Washington State Energy code, Pend Oreille County ordinances.

WHAT INFORMATION IS NEEDED

Should any of the following information not be provided, the application may be determined incomplete and not be accepted. A complete application includes:

- | | |
|--|--|
| <input type="checkbox"/> Completed <i>Building Permit</i> Application(s) | <input type="checkbox"/> Signed <i>Landowner Consent</i> Form (if applicant is not property owner) |
| <input type="checkbox"/> Completed WSP <i>Fire Safety</i> Application | <input type="checkbox"/> Completed <i>Checklist</i> required |
| <input type="checkbox"/> Completed Site Analysis Application | <input type="checkbox"/> 2 sets of Plan Submittals (see following checklist) |
| <input type="checkbox"/> Signed <i>Agreement to Pay Fees</i> Form | <input type="checkbox"/> Completed NREC special plans examiner form |

HOW MUCH WILL IT COST

Fees for building permits are based on a square footage valuation using standard market rates for similar type construction. The fees are published by the International Code Council and adopted by the Board of County Commissioners. Please contact the Community Development Department for information on project specific fees.

WILL I NEED OTHER PERMITS/APPROVALS

Additional permits and/or approvals may be required prior to the issuance of a building permit. These may include land use approvals from Community Development Department, Fire Safety permits, or other permits required by outside entities. Any additional permits and/or approvals will be identified during the Technical Review process.

WILL MY APPLICATION OR PERMIT EXPIRE

Permits are valid for one year from issue date and may be renewed for \$55.00 per year for a total of four additional times (maximum five years). Permit fees, to be determined after plan review. Applications may be delivered to the Community Development Department at 418 South Scott Avenue, Newport WA 99156 or mailed to: P.O. Box 5066 Newport, WA 99156.

NOTE:

- Professional design is not required for alterations or repairs to a building that does not exceed 4,000 sq. ft. or a building greater than 4,000 sq. ft. when the work contemplated by the design does not affect the life safety or structural systems of the building. If the combined square footage of simultaneous projects exceeds 4,000 sq. ft. a Washington State Licensed Architect must design and wet stamp one set of plans for all projects. Other required copies may display a reproduction of the design professional's stamp and signature.
- North East Tri-County Health Department must approve all food service proposals prior to issuance of a permit.
- All structural modifications shall be designed and wet stamped by a Washington State Licensed Engineer.
- The engineer's calculations must accompany structural designs and be wet stamped on the cover sheet.

Req Sub

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | A. SITE EVALUATION APPLICATION _____ |
| | | <ol style="list-style-type: none">1. Scale and north arrow. Maximum scale of 1"= 40' (preferred scale: 1"= 20')2. Vicinity map, Geo Property ID # or Property ID #, legal description, actual dimensions of the parcel, adjacent street name(s), locations of easements and right-of-ways, and parcel square footage.3. Indicate buildings located on adjacent parcels and distances to property lines.4. Actual structural footprint for existing and proposed structures on parcel, distances to property lines, distances to other structures on parcel, and structure type (use and square footage). Identify all structures to be demolished.5. Location of utilities (water, sewer, gas, electricity, fire hydrants).6. Site contours and drainage (existing in dashed lines and new in solid lines).7. Show location, dimensions, and signage for required ADA accessible parking per <i>International Building Code</i> (IBC) Sec. 1106.8. Location and widths of driveway approaches, street frontage improvements (curbing, sidewalks).9. Location of sight obscured refuse disposal and recycle areas. |
| <input type="checkbox"/> | <input type="checkbox"/> | B. ELEVATIONS (Minimum 1/8" scale) _____ |
| | | <ol style="list-style-type: none">1. Show full height elevation from finish floor to highest point of structure.2. Specify finished materials to be utilized in construction. Specify size of all materials.3. Show all doors and windows. Specify sizes if not shown on floor plan.4. Show shear walls and/or diagonal bracing. |
| <input type="checkbox"/> | <input type="checkbox"/> | C. FOUNDATION PLAN (Minimum 1/8" scale) _____ |
| | | <ol style="list-style-type: none">1. Stamped engineering calculations and structural drawings are required for all foundations/footings (soil design, concrete design).2. Provide plan view of foundation.3. Location and size of exterior and interior bearing foundations/footings.4. Location, size, embedment, and spacing of reinforcing steel anchor bolts, hold downs (if required), and post to footings connections. |
| <input type="checkbox"/> | <input type="checkbox"/> | D. FLOOR PLAN (Minimum 1/8" scale) _____ |
| | | <ol style="list-style-type: none">1. Show all rooms. Specify the use and size of all rooms (classify use per IBC Table 1004.1.2).2. Wall legend must delineate new, existing, demolished, relocated, fire wall construction.3. Show location, size, and door swing for all required exits.4. Specify size, grade, species, directions of run, span, and spacing of all framing members (may be provided on floor plan in lieu of separate framing plans).5. Provide a reflected ceiling plan that includes the following information: location of exit signs, means of egress illumination and emergency lighting, and required draft stopping for combustible construction.6. Provide locations of smoke detectors. |
| <input type="checkbox"/> | <input type="checkbox"/> | E. FRAMING PLANS (Minimum 1/8" scale) _____ |
| | | <ol style="list-style-type: none">1. Specify size, span, spacing, species, and grade of lumber, or manufacturer and series of steel framing for all framing members.2. Provide attachment details for top and bottom plates. Specify size and spacing of fasteners.3. Clearly show bearing and shear walls. Specify nailing schedule.4. Show materials and method of connection for all posts to beams connections.5. Special connection methods must be detailed to show how the structure is held together.6. Provide deflection detail stamped by an architect or engineer for full heights walls. |
| <input type="checkbox"/> | <input type="checkbox"/> | F. BUILDING CROSS SECTIONS (Minimum 1/8" scale) _____ |
| | | <ol style="list-style-type: none">1. Show sections of structure that clarify in detail the typical conditions and describe otherwise hidden conditions.2. Provide typical wall section. Show components of wall, including finish materials.3. Provide detail showing lateral bracing at a minimum of 8' on center for wall over 8' in unsupported length, hold down type and location.4. Ceiling construction (size & spacing of joists or pre-manufactured truss spacing) and insulation; provide cross section of dropped ceiling and detail lateral bracing requirements of ASTM Standard C 635 and C 636-96.5. Roof structure (size and spacing of joists or pre-manufactured truss spacing) and insulation (if applicable).6. Provide full heights details for all mezzanines and stairways. Details must specify framing members, spacing, and finishes. |

- ☐ ☐ **G. FIRE RESISTIVE ELEMENTS** (Minimum 1/8" scale) _____
1. Show building elements comply with fire-resistive requirements of IBC Table 720.1(1).
 2. Provide details for rated walls complying with IBC Table 720.1(2), or ceilings IBC Table 720.1(3); or specify Gypsum Association File No from the *Fire Resistance Design Manual*. This applies for **all rated** walls and ceilings, including corridors, occupancy separations, area separation walls, etc.
 3. Provide details of fire assemblies protecting penetrations through fire resistive elements (Sealant manufacturer, specifications).
 4. Show sections for required parapet walls.
 5. Provide detail/ICC Evaluation Services report for rated suspended ceiling. Included UL approved detail for tenting of light fixtures.
- ☐ ☐ **H. BARRIER FREE ACCESS** (Minimum 1/8" scale) _____
1. Provide floor plans and elevations of sufficient detail to show that the building and site facilities are accessible to persons with disabilities, as provided in *ICC/ANSI Standard A117.1-2009* requirements for barrier-free accessibility.
 2. Plans must show an accessible route of travel. An accessible route of travel is a continuous unobstructed path connecting all accessible elements and spaces (restrooms, drinking fountains, elevators, etc.) in an accessible building or facility that can be negotiated by a person using a wheelchair and is usable by persons with other disabilities.
 3. Show the primary entry door and all accessible entrances into the building.
 4. Provide floor plans and elevations with dimensions for restrooms, kitchens, counters, and similar fixed facilities showing compliance with barrier-free access requirements.
 5. Provide hardware schedule specifying door widths, locksets and latch sets having lever, push operated, or other devices open able by wrist or arm pressure.
 6. In an existing building, to the maximum extent feasible, the path of travel to altered areas shall be made accessible. The path of travel means a continuous, unobstructed way of pedestrian passage by means of which an altered area may be approached, entered, and exited; and which connects the altered area with an exterior approach (including sidewalks, ramps, streets, and parking areas), an entry to the facility, and other parts of the facility. (This includes restrooms, telephone, and water fountains serving the altered area.)
- ☐ ☐ **I. ENERGY/VENTILATION** _____
- Note: A third party plan review is required by an individual certified with (WABO) Washington Association of Building Officials or the Architect or Engineer of record may act as the third party reviewer. Select 2021 energy code compliance option and provide completed forms as required for option chosen.**
1. *Component Performance Compliance Approach* – Provide a separate sketch of elements for each wall, ceiling, and floor type. A wall schedule keyed to the individual sketches is necessary for projects with more than one wall, ceiling, or floor type. Provide appropriate sections with dimensions sufficiently detailed to indicate where each type of element occurs.
 2. Provide completed *Lighting Power Summary* and *Lighting Budget Worksheet* specifically identifying light fixture (wattage for light fixtures must include ballast wattage).
 3. Show compliance with the ventilation requirements of *Chapter 4, 2021 International Mechanical Code*.
- ☐ ☐ **J. MECHANICAL PLANS** _____
1. Roof plan (if equipment is located on the roof) showing all mechanical equipment, vents, roof access, and equipment screening.
 2. Elevation views of building (if equipment is located on the roof) from all adjacent streets and property lines.
 3. Show parapet or screening methods for both ground-related & rooftop units.
 4. Legend and general notes.
 5. Mechanical envelope summary form and/or mechanical summary forms.
 6. List of equipment and schedule including equipment brand names, model numbers, input and output gas capacities, tons of cooling, efficiency ratings, cfm capacity, electric motor efficiencies, location, and weight (Food service facilities must include information on Type I and II Hood s, exhaust equipment, make up air equipment and list of all cooking appliances).
 7. Structural drawings, if required. Additionally, stamped engineered structural gravity and/or lateral force calculations for all rooftop units when the cumulative or individual unit weight is 400 lbs. or greater. For replacement equipment, state the weight of the old and new equipment on the plans, and show the old and new location of the replacement equipment. (If the new equipment weight is equal or less than the existing, and in the same location, structural calculations will not be required.)
 8. Mechanical floor plan layout.
 - a. Duct and equipment layout over the floor plan.
 - b. The size of ducts and outlets.
 - c. The name and anticipated usage of each room.
 - d. The cubic feet of air per minute (cfm) at each diffuser, return air register, exhaust, and transfer grills.
 9. Location and details of fire dampers.

- ☐ ☐ **K. PLUMBING PLAN _____**
1. System schematic showing plumbing layout over floor plan.
 2. Show plumbing isometric drawings (riser diagrams showing all plumbing dimensions for supply lines and drains).
 3. Cleanout locations.

- ☐ ☐ **L. FIRE SPRINKLER/ALARM PLAN _____**
1. Location of smoke/heat detector/alarm beacons/pull stations.
 2. Sprinkler head type and locations.
 3. Hydraulic calculations.
 4. Cut sheets on all equipment.

- ☐ ☐ **M. STRUCTURAL PLANS, SPECIFICATIONS & CALCULATIONS _____**
1. One set must have original "wet-stamped" signature.

- ☐ ☐ **N. PROPOSED SIGNAGE _____**
1. Size, location, and height.
 2. Structural details, methods of attachment.
 3. Media/graphic material to be displayed on sign.

- ☐ ☐ **O. LANDSCAPING/IRRIGATION PLAN _____**
1. Type, size, and location of vegetation and/or fencing.
 2. Coverage, materials used, and schematic of irrigation system including meter size and backflow device information.

- ☐ ☐ **P. STORM WATER/DRAINAGE PLAN _____**
1. Geotechnical Report.
 2. Swale layout & drywell location.
 3. Storm water drainage calculations.
 4. Roof plan & slope.
 5. Containment design.
 6. Pipe sizing and materials.
 7. Surfacing type and location.

- ☐ ☐ **Q. RACKS _____**

Note: Steel storage racks shall be designed per IBC Sec. 2209, all others shall be designed by a Washington State licensed professional engineer per IBC Chapter 16.

1. Load application and rack configuration drawings shall be furnished with each rack installation.
2. Plans shall detail rack locations; height and length of each rack; width of aisles; ceiling/roof height; location of exits; and shall detail products, including packaging, shelving, and sprinkler design information.
3. Specify size, spacing, and manufacturer of seismic anchors.

I hereby verify that I have read and examined this checklist and have submitted the information as noted on this checklist. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

APPLICANT SIGNATURE

DATE

PRINTED NAME



Pend Oreille County
Community Development Department

PO Box 5066 Newport, Washington 99156-5066
Phone: 509-447-4821

WSP SPECIAL PLANS EXAMINER / INSPECTION

PROJECT INFORMATION

The referenced project requires special plans examination and/or inspection in accordance with the requirements of the Washington State Patrol fire and life safety. Please acknowledge below and return to Pend Oreille County Community Development Department. This form must be submitted prior to the issuance of the permit. If different agencies and/or individuals are performing plans examination and/or inspection services, separate forms will be required.

Date: _____

Project Address: _____

Project Owner: _____ Phone: _____ Email: _____

Special Plans Examiner/Inspector: _____ Phone: _____ Email: _____

Special Plans Examiner/Inspector: _____ Phone: _____ Email: _____

Address: _____

STATEMENT OF UNDERSTANDING

We hereby acknowledge that we have been engaged by _____
for the purposes of conducting:

☐ **Plan review** and/or ☐ **Field inspection** (check as applicable)

on the above referenced project pursuant to the provisions of *Washington State Patrol* as it relates to the above stated project. We are aware that as a special plans examiner/inspector, duties and responsibilities include (check below as applicable):

☐ ***Washington State Patrol shall provide fire and life safety plan review.***

☐ ***Washington State Patrol shall provide fire and life safety inspections.***

All discrepancies shall be brought to the immediate attention of the designer/contractor for correction, then, if uncorrected, to the proper design authority and to the building official. In addition, a final signed report is required to be submitted prior to the issuance of a Certificate of Occupancy. This submitted report must state whether the work and the project was completed in conformance with the approved plans, specifications and the applicable provisions of the Washington State NREC. Any work identified as not being in conformance must be brought into conformance, as is acceptable to the special inspector, prior to the issuance of a Certificate of Occupancy.

Special Plans Examiner Signature: _____ Inspector Signature: _____

Owner: _____ Architect: _____



Pend Oreille County
Community Development Department

PO Box 5066 Newport, Washington 99156-5066
Phone: 509-447-4821

NREC SPECIAL PLANS EXAMINER / INSPECTION

PROJECT INFORMATION

The referenced project requires special plans examination and/or inspection in accordance with the requirements of the Washington State Nonresidential Energy Code (NREC) and policy. Please acknowledge below and return to Pend Oreille County Community Development Department. This form must be submitted prior to the issuance of the permit. If different agencies and/or individuals are performing plans examination and/or inspection services, separate forms will be required.

Date: _____

Project Address: _____

Project Owner: _____ Phone: _____ Email: _____

Special Plans Examiner/Inspector: _____ Phone: _____ Email: _____

Special Plans Examiner/Inspector: _____ Phone: _____ Email: _____

Address: _____

STATEMENT OF UNDERSTANDING

We hereby acknowledge that we have been engaged by _____
for the purposes of conducting:

☐ **Plan review** and/or ☐ **Field inspection** (check as applicable)

on the above referenced project pursuant to the provisions of WSEC NREC as it relates to the above stated project. We are aware that as a special plans examiner/inspector, duties and responsibilities include (check below as applicable):

☐ **Review of the project plans for conformance with the requirements of the Washington State NREC; and/or**

☐ **Observation of work for conformance with the approved design drawings, specifications, and the NREC.**

All discrepancies shall be brought to the immediate attention of the designer/contractor for correction, then, if uncorrected, to the proper design authority and to the building official. In addition, a final signed and submitted report is required prior to the issuance of a Certificate of Occupancy. This submitted report must state whether the work and the project was completed in conformance with the approved plans, specifications and the applicable provisions of the Washington State NREC. Any work identified as not being in conformance must be brought into conformance, as is acceptable to the special inspector, prior to the issuance of a Certificate of Occupancy.

Special Plans Examiner Signature: _____ Inspector Signature: _____

Owner: _____ Architect: _____

Pend Oreille County

Community Development Department

PO Box 5066 Newport, Washington 99156-5066

Phone: 509-447-4821



AGREEMENT TO PAY FEES

Pend Oreille County agreement number: _____

This agreement between Pend Oreille County and _____

Whose interest in the project is _____, is entered into this _____ day of _____,

(i.e., Owner, Agent, etc....)

20_____. This agreement is applicable to the project _____

known as: _____.

(Project address, geographical ID or property ID)

That individuals and parties named herein as having an interest in the above described property or project agree to the following:

1. Reimburse Pend Oreille County for project review and inspection fees as specified in the latest Resolution as set by Board of County Commissioners, Pend Oreille County. Any final billing amounts, to include any late fees or any other expenses incurred in the collection of an overdue amount must be paid prior to Pend Oreille County acceptance of the project and prior to filing.

2. Reimburse Pend Oreille County for legal fees for special agreements. Reimbursement will be based on the actual bill of Pend Oreille County Prosecuting Attorney. These agreements may include are but not limited to:

☐

Lease/Use Agreement

☐

Franchise Agreement

☐

Latecomers agreement

Other Agreement(s) _____ ☐ Not Applicable (If no agreements are required, mark this box).

The undersigned agrees that these fees are due and payable upon receipt of the billing as specified above.

Any invoices not paid within thirty (30) days of the invoice date will be subjected to a late fee charge of 1.5% per month (18% per year) on the unpaid balance of the account and any accrued late fee charges. In addition, if any outstanding balance on the account for this project is not paid within thirty (30) days of the invoice date, no further reviews of the project documents will be conducted until the entire account balance is paid. Any balance on the account for this project not paid within sixty-five (65) days of the invoice date may result in legal action or the initiation of other collection procedures, including referral to a collection agency. The sponsor will be liable for any and all expenses incurred by the County for the collection of overdue accounts.

Name: _____

Address: _____

City, State, Zip: _____

Phone # (including area code): _____

I understand that failure to pay these fees may result in delay in completion or approval of the project or other possible sanctions.

If this Fee Agreement is completed by someone other than the Sponsor (i.e., the project owner or a principal in the firm sponsoring the project), such as the engineer designing the project, then written authorization from the sponsor specifically authorizing the Agent to execute this Fee Agreement is attached to this Fee Agreement.

Signature

Date Signed

Printed Name



Pend Oreille County

Community Development Department

PO Box 5066 Newport, Washington 99156-5066

Phone: 509-447-4821

LANDOWNER/AGENT CONSENT FORM

I (we) the undersigned owner(s) of record of Geographic ID or Property ID _____, located at (physical address) _____, consent to and authorize (agent name), _____, to act on my/our behalf for the purposes of obtaining approval for (development type): _____

_____ submitted to Pend Oreille County.

I (we), as landowners of the above described property understand and agree to the following:

- I(we) are legal owners of the subject property and may act on behalf of any and all interested parties, financial and otherwise;
- I(we) are responsible for all activities occurring on the subject property to which an application is made;
- That Pend Oreille County, its officers, and staff shall not be held liable for any activities arising from the actions of the above named agent;

Landowner

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

Authorized Agent

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Landowner

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

Landowner

Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

If additional landowners, additional forms may be attached.

Statement of Special Inspections

(Accepted by: Pend Oreille County.)

Project: _____ Permit Number: _____

Project Address: _____

Owner/Owner's Representative: _____

Owner Address: _____

Architect of Record: _____

Structural Engineer of Record: _____

This Statement of Special Inspections is submitted as a condition for permit issuance in accordance with the Special Inspection and Test requirements of Chapter 17 of the current edition of the International Building Code as adopted by Washington State:

International Building Code (ICC free E Codes): <http://publicecodes.cyberregs.com/icod/ibc/index.htm>

Washington State amendments (WSBCC): <https://fortress.wa.gov/ga/apps/sbcc/Page.aspx?nid=14>

The Registered Design Professional in Responsible Charge or others as approved by the Building Official shall include a schedule (to be attached as an addendum to this document) of Special Inspections and Tests applicable to this project as well as the required qualifications for the Special Inspection Agency/s and Inspector/s of the Special Inspection Agency/s to perform the duties of the required inspections and tests on this project.

The Special Inspection Agency/s or Inspector/s shall keep detailed records of all inspections and tests performed. Results of these inspections and tests (interim reports) shall be provided periodically to the Building Official and the Registered Design Professional of Responsible Charge at a frequency agreed upon by the Registered Design Professional of Responsible Charge and the Building Official prior to the start of work.

Discrepancies found by the Special Inspection Agency/s or Inspector/s shall be brought to the immediate attention of the Contractor, Building Official and Registered Design Professional in Responsible Charge. ***If the discrepancies are not immediately corrected, work will be stopped prior to the completion of that phase of work.***

A Final Report of Special Inspections and Tests documenting required special inspections, tests and corrections of any discrepancies noted shall be submitted to the Building Official and the Registered Design Professional of Responsible Charge at the conclusion of the project:

Statement of Special Inspection

SUBMISSION OF SPECIAL INSPECTION REPORT(S)

All Special Inspection reports are to be maintained on the project site for inspector reference until project closure. An electronic copy of the reports shall also be provided to the Permit Center of the permitting jurisdiction. Please be sure to reference the project name and permit number(s) associated with the special inspection when submitting electronic reports:

Pend Oreille County: rcruse@pendoreille.org

Frequency of interim report submittals to the Registered Design Professional of Responsible Charge:

___ Weekly ___ Bi-Weekly Other; specify: _____

Frequency of interim report submittals to the Building Official:

___ Weekly ___ Bi-Weekly Other; specify: _____

The Special Inspection program does not relieve the Contractor of his or her responsibilities. Job site safety and means and methods of construction are solely the responsibility of the Contractor.

Check Special Inspections required per Chapter 17, Current edition of the International Building Code as adopted by Washington State: *(to be completed by the Registered Design Professional of Responsible Charge or by others as approved by the Building Official)*

The construction components which require special inspections for this project are as follows.

- ☐ Site Soils *(Per geotechnical report and construction documents prepared by the registered design professionals)*
- ☐ Special Cases *(Work that is, in the opinion of the Building Official, unusual in nature, alternatives to prescribed code, materials or methods that present an unusual hazard or condition, etc.)*
- ☐ In-house Inspection of Non-Approved Fabricator shop *(Steel, Pre-stressed, Post-tensioned structural concrete and wood structural elements)*
- ☐ Structural Steel Welding
- ☐ High Strength Bolting *(During all bolt installations and tightening operations)*
- ☐ Concrete *(Including Shotcrete)*

Statement of Special Inspection

- ☐ Anchors cast in Concrete *(During installation of anchors and placing of concrete around such anchors when allowable loads have been increased or where strength design is used)*
- ☐ Post-Installed Anchors in Hardened Concrete *(Specific requirements for Special Inspection shall be included in the research report for the anchor issued from an approved source in accordance with ACI 355.2 or other qualification procedures. Where specific requirements are not provided, Special Inspection requirements shall be*

specified by the Registered Design Professional and shall be approved by the Building Official prior to the start of work)

- ☐ Reinforcing
- ☐ Pre-Stressed Concrete
- ☐ Structural Masonry
- ☐ Wood Construction (*High-load diaphragms and metal-plate-connected wood trusses spanning 60 ft. or greater*)
- ☐ Deep and Pile Foundations (*Driven, cast-in-place deep foundations and helical piles*)
- ☐ Wall Panels and Veneers
- ☐ Sprayed Fire Resistant Materials (*Special Inspections shall be performed after the rough installation of electrical, automatic sprinkler, mechanical and plumbing systems, and suspension systems for ceilings, where applicable*)
- ☐ Mastic and Intumescent Fire Resistant Coatings (*In accordance with AWCI 12-B and approved construction drawings*)
- ☐ Exterior Insulation and Finish Systems
- ☐ Fire Resistant Penetrations and Joints (*In high-rise and Risk Category III & IV buildings*)
- ☐ Smoke Control (*Testing Scope: 1. During erection of ductwork and prior to concealment for purposes of leakage testing and device location. 2. Prior to occupancy for the purposes of pressure difference testing, flow measurements, detection and control verification*)
- ☐ Yes ☐ No - Are requirements for Seismic Resistance included in the Statement of Special Inspections? (*To be determined by Registered Design Professional in accordance with Section 1613.3*)
- ☐ Yes ☐ No – Are requirements for Wind Resistance included in the Statement of Special Inspections? (*To be determined by Registered Design Professional*)
- ☐ Other Inspections required by Design Professional or Building Official _____

Statement of Special Inspection

Acknowledgements

I have read and understand my responsibilities regarding Special Inspections:

Owner/Owner's Representative:

Type or print name

Signature Date

Contractor:

Type or print name

Signature Date

Special Inspection Firm/Agency (Technical Director):

Type or print name

Signature Date

Registered Design Professional in Responsible Charge:

Type or print name

Signature Date

Building Official Acceptance (Verification):

Type or print name

Signature Date

Statement of Special Inspection

Qualifications: The following are the testing agencies and special inspectors that will be retained to conduct tests and special inspections on this project. This form and all information requested must be submitted for review and approval by the Building Official prior to the start of any work. Permit Number # _____

Responsibility	Firm/Agency Name	Address, Phone #, E-mail
1) Special Inspection <i>(Submit qualifications of the Firm/Agency, including individual names, resume w/ work history and certifications for those individuals performing required inspections for review and approval)</i>		
2) Material Testing <i>(for nondestructive testing: submit names, qualifications and certifications for review and approval)</i>		
3) Soils Inspections <i>(The Firm/Agency/Individuals performing the soils inspections must submit their qualifications for review and approval)</i>		
4) Special Cases. <i>(Submit qualifications of the Firm/Agency, including individual names, resume w/ work history and certifications for those individuals performing required inspections for review and approval)</i>		

Note: If additional space is needed to show additional information please attach to the back of the Statement of Special Inspection. The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, or by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent, prior to commencing work.

Statement of Special Inspection

Special Inspection Personnel Roster: Permit Number _____

Personnel	Qualifications	Address, Telephone, E-mail

Note: The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, or by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent, prior to commencing work.

Statement of Special Inspection (Inspection Personnel Change Form)

Notification of new Special Inspection Personnel, if applicable (*this document is to be completed and submitted to the Building Official when there is a change in Special Inspection Agency personnel after the start of the project*). Permit Number _____:

New Personnel:

Type or print name

Signature

Date

New Personnel:

Type or print name

Signature

Date

New Personnel:

Type or print name

Signature

Date

New Personnel:

Type or print name

Signature

Date

Note: Please attach to this Notification: qualifications of the Special Inspection Firm/Agency including individual names, resume w/ work history and certifications of those individuals performing required inspections for review and approval. The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, or by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official and the Owner or the Owner's Agent, prior to commencing work.



Geographic Design Criteria

Snow Load:	50 pounds on the Roof
Wind Speed:	110 mph.
Seismic Design Category:	C
Weathering:	Severe
Frost Line Depth:	30 inches below finish grade, measured from bottom of the footing
Winter Design Temperature:	10°F
Ice Shield Underlay:	Yes
Flood Hazard:	Some areas

Structural Design for Commercial projects shall be in accordance with Chapter 16 of the current adopted addition of the IBC Adopted Codes:

2021 International Building Code
2021 International Residential Code
2021 International Fire Code
2021 International Fuel Gas Code
2021 International Mechanical Code
2021 International Existing Building Code
2021 International Energy Conservation Code of Washington State
1998 International Property Maintenance Code
2021 Uniform Plumbing Code
1997 Edition of the Uniform Code for the Abatement of Dangerous Buildings