Development Services Department
55 E. Moore Street
Walla Walla, WA 99362
(509) 524-4710
permits@wallawallawa.gov

NEW RESIDENCE
BUILDING PERMIT APPLICATION

Site Address:_____ Parcel # **(required):**_____

Property Owner: _____

Mailing Address (if different):_____

Phone: _____ E-mail address:_____

Contractor (if applicable)_____

Phone: _____ E-mail address:_____

Washington State Contractor's Registration #:_____

Describe what you plan to do (example: new single family residence): _____

_____

House Sq Ft:_____ Garage Sq Ft:_____0_____ Covered Patio/Carport: _____0_____

Porch Sq Ft: _____

Required Documents:

☐ A **pdf** of complete construction plans
- See Residential Plan Review checklist
- For required details, attached min size 11x17

☐ **Floor plan** showing labeling for the proposed use of each room (e.g. bathroom, bedroom, etc.)

☐ Completed **Plumbing/Mechanical** fixture sheet.

☐ **Site plan** (see example handout)

☐ WSU WA State **Energy Code worksheet**

As part of this project will you be installing ☐Sidewalk? ☐Curb & Gutter?

Unconventional construction may require a licensed WA State Engineer/Architect's stamp on the plans.

Will this building be connected to City Sewer? ☐Yes ☐No City Water? ☐Yes ☐No

If connecting to City Water, what size water meter will you require?_____

Signature_____Date_____

☐ Owner AND/OR ☐ Contractor ☐ Authorized Agent

I certify, by my signature, that the information submitted in this application packet is true and accurate. Determination of information to be in error could result in revocation of permit.

Please call or email for application/partial plan review fee amounts that are due at application.

EXAMPLE SITE PLAN

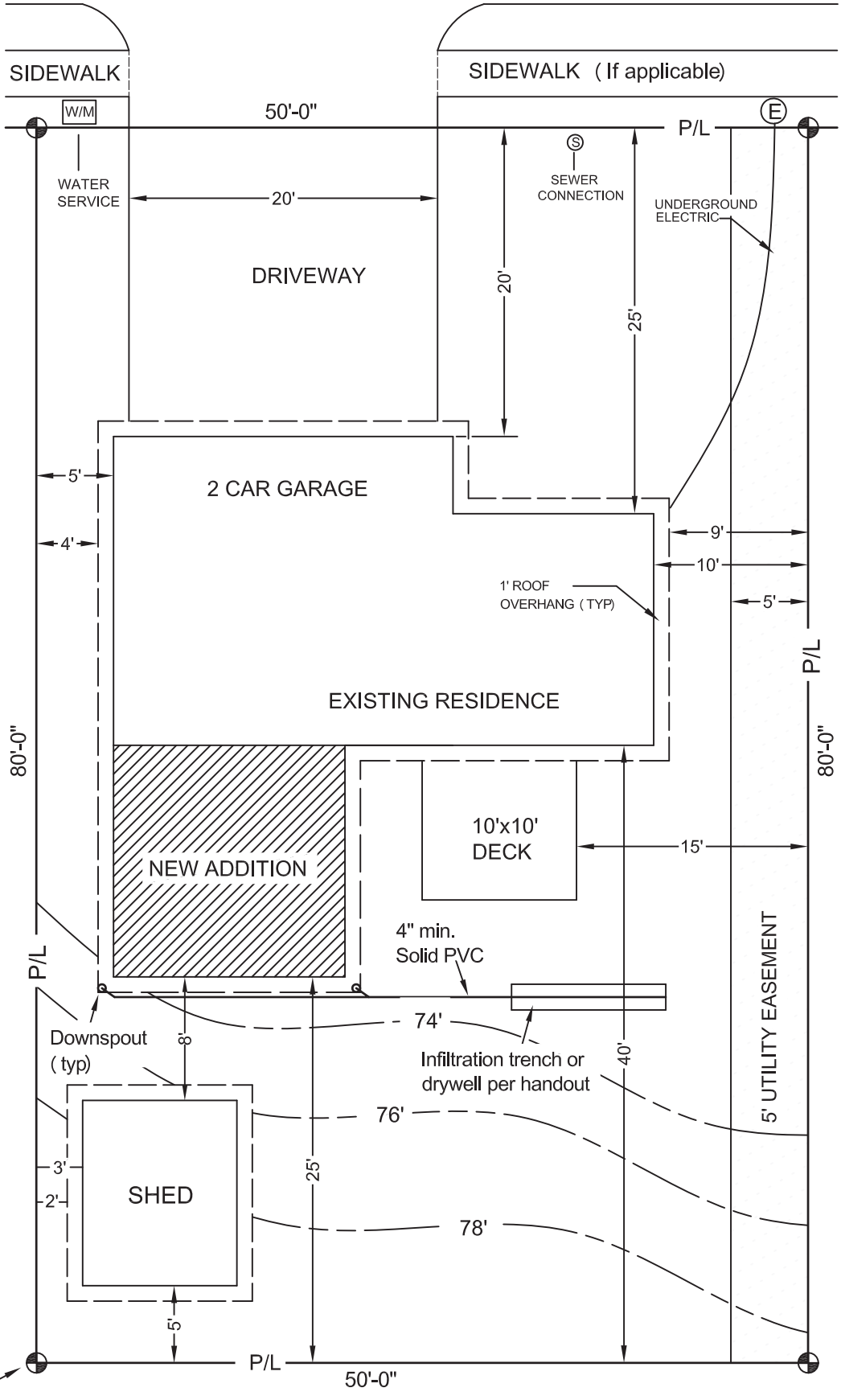
Parcel # 360724580001

SCALE - 1" = 10' (1" = 20' is minimum acceptable scale.)

N

Minimum site plan requirements:

- Incomplete, illegible or not-to-scale site plans will not be accepted.
- Dimensions shown are for illustration only.
- Parcel number or legal description.
- Property lines.
- North arrow.
- Drawing scale to engineering standards. (1" = 20' min.)
- Names of all roads abutting property.
- Location of water and sewer connections.
- Show storm system per handout for "Residential Footing Drain Construction" including infiltration trenches or drywells per table.
- Show electric service as either above ground or below ground.
- All dimensions of parcel.
- Ground contours in 2' maximum increments.
- Distance from all buildings and parking areas to property lines.
- Distance between all buildings on the parcel.
- Distance of roof overhangs or other projections to property lines.
- Dimensions of all off street parking.
- Locations and dimensions of all easements.
- Locations and sizes of decks, retaining walls, rockeries and similar items.



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RESIDENTIAL PLAN REVIEW CHECKLIST

Please note: Applications will not be accepted without the following information checked off by the applicant

SITE PLAN (See Site Plan Example):

Please be sure your site plan shows:

- ☐ All distances to property lines and existing building(s) from proposed building(s)
- ☐ Utility connections showing the Size & Location
- ☐ Driveway location with width dimension
- ☐ Landscaping / Required Trees
- ☐ Irrigation system showing the location of Back-Flow Device
- ☐ Location of outdoor lighting and conduits

STRUCTURAL PLANS (1/4" = 1' minimum scale) 1 set in PDF file (preferred) or maximum size 11 x 17

Please be sure your structural plan shows:

☐ FOUNDATION PLAN showing cross section & plan view

- ☐ Re-bar
- ☐ Slab
- ☐ Insulation
- ☐ Anchor bolts
- ☐ Hold downs
- ☐ Ventilation
- ☐ Crawl Space Acc
- ☐ Footing Sizes

☐ FLOOR PLAN with Room Dimensions showing

- ☐ Rooms Labeled
- ☐ Total Sq. Ft. /House/Garage
- ☐ Main floor
- ☐ Basement
- ☐ 2nd Floor
- ☐ Decks
- ☐ Water heater location
- ☐ Door & Window location & size
- ☐ Furnace location Gas or Electric
- ☐ Plumbing Fixture locations
- ☐ Location / Size Ventilation fans
- ☐ Attic Access location & size
- ☐ Smoke & Carbon Monoxide detector locations

DETAILS

Please be sure your details show:

- ☐ Stair Cross-Section
- ☐ Wall Cross Section w/ insulation R-Values
- ☐ Shear Detail
- ☐ Shear Walls
- ☐ Nailing Schedule
- ☐ Support pads, Beams, Posts
- ☐ Header sizes
- ☐ Floor Framing Detail
- ☐ Fire Blocking
- ☐ Garage Fire wall requirements
- ☐ Roof Framing / Truss Plans (eng.)
- ☐ Fireplace Detail (gas / solid fuel)
- ☐ Masonry Details
- ☐ Furnace BTU=s, Location, Efficiency Rating, Gas or Electric, Make-up Air

Signed: _____ **Date:** _____
(Applicant)

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RESIDENTIAL DESIGN REQUIREMENTS

Walla Walla Municipal Code Chapter 15.04.005
TECHNICAL BUILDING CODES

Ground Snow Load*	Wind Speed**
30 lbs./ft.^{2}	85 mph Residential 85 mph Commercial w/ 3 second gust

Seismic Design Category	Frost Line Depth	Ice Shield Underlay
D_0	24"	Yes

* Minimum roof snow load to be thirty lbs./ft.^{2} in the city of Walla Walla.
** Three-second gust = one hundred mph residential construction, one hundred ten mph commercial construction.

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MECHANICAL/PLUMBING PERMIT APPLICATION

Site Address:_____

Property Owner:_____ Phone: _____

Mailing Address:_____

E-mail: _____

Name of Contractor:_____(if applicable)

WA State Contractor's License #:_____

Phone:_____ E-mail Address: _____

Describe what you plan to do:_____

_____

Plumbing

Item	Qty	Cost	Total
PERMIT FEE	0	**x$23.00**	$ 0.00
TOILET		x10.00	$ 0.00
BATH SINK		x10.00	$ 0.00
SHOWER		x10.00	$ 0.00
BATHTUB		x10.00	$ 0.00
BATH/SHOWER COMBO		x10.00	$ 0.00
KITCHEN SINK		x10.00	$ 0.00
LAUNDRY SINK		x10.00	$ 0.00
CLOTHES WSHR		x10.00	$ 0.00
DISHWASHER		x10.00	$ 0.00
DISPOSAL		x10.00	$ 0.00
BUILDING SEWER		x20.00	$ 0.00
WATER PIPING		x10.00	$ 0.00
DRN/VNT/WST PIPE		x10.00	$ 0.00
DRINK FOUNT.		x10.00	$ 0.00
HOSE BIB		x10.00	$ 0.00
WATER HTR (ELEC)		x10.00	$ 0.00
SUMP PUMP		x10.00	$ 0.00
MISC. SINK		x10.00	$ 0.00
GAS PIPING		x10.00	$ 0.00
URINAL		x10.00	$ 0.00
MISC.FIXTURES		x10.00	$ 0.00
LAWN SPRINKLER		x10.00	$ 0.00
GREASE TRAP		x10.00	$ 0.00
SWIMMING POOL		x21.00	$ 0.00
FLOOR DRAIN		x10.00	$ 0.00
		Total Plumbing	$ 0.00

Mechanical

Item	Qty	Cost	Total
PERMIT FEE	0	**x$26.00**	$ 0.00
FURNACE<100,000BTU		x20.00	$ 0.00
FURNACE>100,000BTU		x20.00	$ 0.00
GAS PIPING		x10.00	$ 0.00
AIR COND. BOILER 1-3t (12K-36K btu's)		x20.00	$ 0.00
AIR COND. BOILER 4-15t (48K-180K btu's)		x30.00	$ 0.00
GAS WATERHEATER		x15.00	$ 0.00
MISC GAS APPLIANCE		x15.00	$ 0.00
WOODSTOVE/INSERT		x15.00	$ 0.00
VENT FAN/EXH.FAN		x10.00	$ 0.00
GAS FIREPLACE		x20.00	$ 0.00
APPLIANCE VENT (dryer)		x10.00	$ 0.00
EVAPOR.COOLER		x15.00	$ 0.00
MISC. DUCTWORK		x15.00	$ 0.00
AIR COND.BOILER 16-30t (192K-360K btu's)		x40.00	$ 0.00
AIR COND.BOILER 31-50t (372K-600K btu's)		x60.00	$ 0.00
AIR COND.BOILER >50t (>600K btu's)		x100.00	$ 0.00
RANGE HOOD(res)		x15.00	$ 0.00
RANGE HOOD(comm.)		x20.00	$ 0.00
		Total Mechanical	$ 0.00

Any work done from or in the City's right of way may require a right of way permit in addition to the plumbing permit

Grand Total $ 0.00

Date:

Signature of ☐ property owner, ☐ owner's authorized agent, or ☐ contractor (check one)

I certify, by my signature, that the information submitted in this application packet is true and accurate. Determination of information to be in error could result in revocation of permit.