New Single Family, Duplex & Mobile Home (on private lot)

Submit to: 415 W. 6th St. Vancouver, WA 98660
Questions? 360-487-7800, permitcenter@cityofvancouver.us

Category of Construction	
☐ New	☐ Duplex
DETACHED structures such as garages, retaining walls, ADU and pools require a separate permit.	

Additional Information
☐ New Mobile Home (on private lot, not in a park)
☐ Accessory Dwelling Unit (ADU) (with or within new residence) *Please fill out supplemental ADU application*
☐ Adult Family Home (with or within new residence)
☐ House Move

Job Site Information and Location	
Job Site Address:	
Tax Assessor Serial Number:	

☐ Applicant	☐ Contact
Business Name:	
Contact Name:	
Address:	
City/State/Zip:	
Phone:	
Email (required):	

Property Owner	
Name:	
Address:	
City/State/Zip:	
Phone:	

Engineer	
Name:	
Phone:	
E-mail:	
WA State License #:	

Contractor	
Business Name:	
Contact Name:	
Address:	
City/State/Zip:	
Phone:	
E-mail (required):	
WA State Contractor License #:	

Electronic Plans Submitter*	
Name:	
Address:	
Phone:	
E-mail (required):	

Scope of Work **Please check the applicable boxes and enter required information where necessary**					
Engineering calculations	☐ WA Stamped Eng.		☐ Prescriptive		
Source of Water:	☐ Public		☐ Private		
Landscape Irrigation?	☐ Yes		☐ No		
Source of sewer:	☐ Public		☐ Private		
Well on Site?	☐ Yes		☐ No		
Type of heat:	☐ Electric Furnace	☐ Electric Wall Heater			
	☐ Gas Furnace	☐ Radiant Floor			
	☐ Other (specify):				
Type of roof:	☐ Composition	☐ Tile	☐ Other		
Fire system provided?	☐ Yes *(if yes, separate permit required)*	☐ No			

Description of Work					
Subdivision:					
Phase #:		**Lot #:**			
Dwelling is:	☐ Attached	☐ Detached	**Infill?**	☐ Yes	☐ No
Dwelling sf:		**Garage sf:**			
Entry/Porch sf:		**Covered?**	☐ Yes	☐ No	
Patio/Deck sf:		**Covered?**	☐ Yes	☐ No	
Traffic Impact Fee Credits?			☐ Yes	☐ No	
Deferred Impact Fees? *See supplemental app.*			☐ Yes	☐ No	
Master Plan for Same As?			☐ Yes	☐ No	
Same As?	☐ Yes Same as RES-			☐ No	

☐ Mobile Home	
Number of sections:	
Cost of placement (not to include value of home):	$

Notice

I/we understand that per VMC 20.210.090, (Review for Counter Complete Status), if it is determined that the application is not complete, the City shall immediately reject and return the application. It is the responsibility of the applicant/owner to comply with all private conditions, covenants and restrictions (CC&R's) associated with this property. If submitting electronically, I/we understand that if the electronic plan submission is deemed to be incomplete notification will be sent after the prescreening process and plan review will not begin. I/we agree that the City of Vancouver staff may enter the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.

Required Signatures	
Applicant Signature:	
Print Name:	Date:
Property Owner Signature:	
Print Name:	

**Please note that the contact listed as "Electronic Plans Submitter" should be the individual responsible for accessing ePlans, (electronic plan review software), and will receive all ePlans correspondence.*

Submittal Requirements:

☐ Any and all fees associated with the application ☐ Completed and signed application

Two (2) complete sets of legible construction plans drawn to scale as appropriate (i.e. 1"=10', 1"=20', ¼"=1', etc.), showing conformance to the applicable local and state building codes.

☐ **Foundation Plan:** Show dimensions, rebar, anchor bolt sizes and spacing, any hold-downs, expanded footings, connection details, vent size/locations and location of crawl space access.

☐ **Floor Plan:** Show all dimensions, room identification, window size and type.

☐ **Cross Section Details:** Show size and spacing for all framing members.

☐ **Wall Section Details:** Include dimensions, connections and materials for foundations, walls, floors, openings, trusses/roofs and insulation. Provide post to foundation and beam connections.

☐ **Stair Detail:** Provide tread width and depth, riser height, landing dimensions, handrail and guard details.

☐ **Elevation Views:** Provide elevations for all sides. Exterior elevations must reflect the actual grade.

☐ **Engineered Lateral Analysis:** Engineering for wind and seismic loads or use prescriptive path (apawood.org, go to "sign in". Create "my APA" account. Use the wall bracing calculator. Submit (2) copies.

☐ **Floor/Framing Plans:** Required for all floor and roof assemblies. Plans shall indicate member sizing, spacing and bearing locations.

☐ **Basement and Retaining Wall:** Cross sections and details showing placement of rebar, footing sizes, height, grade, etc.

☐ **Beam Calculations:** For all beams spanning 10 feet or more, or beams supporting/creating a point load.

☐ **Manufactured/Engineered Floor/Roof Truss Design Details:** All engineered framing systems shall be required at intake. Floor systems shall include (2) copies of the manufacturers layout and installation guide. Engineered roof systems shall include an overhead truss framing plan with corresponding labeled truss details.

☐ **Energy Code Compliance:** Identify all proposed insulation values or provide calculations and submit (2) copies each of:
Energy Code Prescriptive Requirements (www.cityofvancouver.us/ced/page/energy-code-forms-information)
Prescriptive Worksheet at WSU Energy Extension Program(www.energy.wsu.edu/BuildingEfficiency/EnergyCode.aspx)
Glazing schedule at WSU Energy Extension Program (www.energy.wsu.edu/BuildingEfficiency/EnergyCode.aspx)
Heating systems sizing worksheet at WSU Energy Extension Program (see URL reference above)
WSEC Residential Plan Sheet (www.cityofvancouver.us/ced/page/energy-code-forms-information)

☐ **Engineering Calculations:** When engineering is submitted, (2) complete sheet sets shall be provided for review. All engineering shall be site specific and (1) copy shall bear the engineers wet stamp. All engineering details, schedules and layouts shall be copied to the full size plan sets.

☐ **Ventilation Requirements:** For new homes, whole house fans shall be required. Plans shall provide sufficient information clearly indicated on the city's energy form what method of ventilation shall be used in accordance with section M1508 of the IRC with Washington State Amendments.

☐ **Radon Mitigation:** Provide location and detail.

Two (2) complete site plans, 8.5"x11", 8.5"x14" or 11"x14", drawn to scale and including the following:

Contact staff at 360-487-7803 about critical areas on site as additional information may be required

☐ Accurate representation of the size and shape of the subject parcel(s) including easements of any kind, all lot dimensions and parcel orientation, including north arrow.

☐ Locations, dimensions and height of all existing and proposed buildings and structures, including garages, carports, fences, decks, patio covers and other accessory structures. Include dimensions from each other and from all property lines. Show dimensions of eaves projecting beyond a wall or supporting post. Indicate usage of all structures.

☐ Existing and proposed curbs, sidewalks, streets and curb cuts. Indicate placement and species of required street trees. Indicated center line of street(s) and label streets as public or private.

☐ Location and detailed layout of parking.

☐ Location and height of walls and fences. Indicate construction material(s).

☐ Storm water infiltration or connection to existing system. Contact staff to verify site requirements at 360-487-7803.

☐ Tree protection / tree replacement plan (if applicable) as per VMC 20.770.