



# TOWN OF WATERVILLE BUILDING PERMIT APPLICATION

Please submit this application and all pertinent information to:

**Town of Waterville**  
P.O. Box 580 (104 E Locust)  
Waterville, WA 98858  
Phone: (509) 745-8871 • Fax: (509) 745-8782

## Applicant Information

**Property Owner:** \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Applicant (if not property owner):** \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Contractor:** \_\_\_\_\_ Phone: \_\_\_\_\_

License # \_\_\_\_\_ (provide copy) Exp: \_\_\_\_\_

Address: \_\_\_\_\_ State/Zip: \_\_\_\_\_

**Architect:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ State/Zip: \_\_\_\_\_

**Engineer:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ State/Zip: \_\_\_\_\_

**Lending Institution:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ State/Zip: \_\_\_\_\_

### OFFICIAL USE ONLY

Permit No \_\_\_\_\_

\$100 Application fee paid

Date: \_\_\_\_\_

G/R # \_\_\_\_\_

Rec'vd by: \_\_\_\_\_

## Land Description

Site Address: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Lot Size: \_\_\_\_\_ (acres) Zoning: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

Setbacks: front \_\_\_\_\_ side \_\_\_\_\_ / \_\_\_\_\_ rear \_\_\_\_\_

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

Value of Project (required): \_\_\_\_\_

Number of: Stories/Levels: \_\_\_\_\_

Square feet per: 1<sup>st</sup> Level \_\_\_\_\_

Bathrooms \_\_\_\_\_

2<sup>nd</sup> Level \_\_\_\_\_

Bedrooms \_\_\_\_\_

Basement \_\_\_\_\_

\_\_\_\_\_

Deck \_\_\_\_\_

\_\_\_\_\_

Garage \_\_\_\_\_

Building Height (ft, in) \_\_\_\_\_

Covered Porch \_\_\_\_\_

\_\_\_\_\_

Carport \_\_\_\_\_

The applicant/property owner agrees to pay all plan review fees and all expenses and costs incurred by the Town. In the event the applicant cancels or postpones the permit application, plan review fees already incurred shall be paid in full. Further, all unpaid fees, expenses and costs shall constitute a lien on the subject real property and the Building Official is hereby authorized to record a notice of lien with the Douglas County Auditor.

I hereby certify that to the best of my knowledge all submitted information is correct and that the construction, occupancy, and use of the above described property will be in accordance with the laws, rules, and regulations of the State of Washington and the Town of Waterville.

Signature of Owner/Agent: \_\_\_\_\_  
(Must be signed and dated)

Date: \_\_\_\_\_

## Special Approvals-----All special approvals that pertain to your project must be signed and checked off before issuance of the permit.

Building: \_\_\_\_\_

Planning: \_\_\_\_\_

Public Works: Water \_\_\_\_\_ Sewer \_\_\_\_\_

Other : \_\_\_\_\_



## **TOWN OF WATERVILLE**

# **BUILDING PERMIT APPLICATION CHECKLIST**

- Application form completed
- Plans are complete (submit 2 complete sets for review)
  - Plot Plan (including dimensions, setbacks, square footage(s), etc.)
  - Site Plan (see Site Plan Checklist attached)
  - Elevation of Natural Grade: show height of building
  - Floor Plan
  - Foundation Plan
  - Section View
  - Structural Details: rafters, joists, studs, beams, etc.
  - Truss Engineering Specifications sheet or truss verification letter
  - Non-residential energy code worksheet
  - Insulation Details: roof, walls floor
  - Window Schedule: types, sizes, U-Values, (glazing class)
  - Heat Load Calculations
  - Heat Equipment Specifications: size, type, brand
  - Wood Stove Specifications: brand, model, installation details
- Soils report
- Drainage plan
- Access plan
- Parking plan
- Landscape plan
- Signage plan

Note: All items on this checklist will not be necessary for all projects. Please mark N/A if items are not applicable to your project. Call the Waterville Town Hall at 509-745-8841 if you have any questions.



## Town of Waterville

P.O. Box 580  
104 E Locust  
Waterville, WA 98858  
509-745-8871 / Fax: 509-745-8782  
Email: [waterville@nwi.net](mailto:waterville@nwi.net)

### **APPLICATION FOR BUILDING, PLUMBING OR MECHANICAL PERMIT INFORMATION SHEET**

- **OWNER:** The issuance of a permit is only to the owner of the property, or their licensed contractor.
- **CONTRACTOR:** When the construction done is by a person other than the owner of the property, for pay, the contractor is required to be licensed as required by the State of Washington and be listed on the application. License will be required for photocopying. If the contractor is not licensed, state law prohibits the town from issuing the permit.
- **BUILDING PLANS:** See Building Permit Application Checklist
- **LEGAL DESCRIPTION:** Provide a legal description of your property (normally lot, block, and subdivision). Your parcel number is an 11-digit number found on the upper right corner of your tax statement. Town Hall staff can help you with most of the information or call the DOUGLAS COUNTY ASSESSORS OFFICE (745-8521).
- **TIME PERIOD:**
  - The Clerk will receive the application for review. The applicant will be notified within 14 working days if the application is complete or incomplete and what is necessary to make the application complete.
  - Building permits must be signed and paid for within thirty (30) days from the date of approval.
  - Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. (IRC R105.5).
- **SPECIAL APPROVALS:**
  - If a variance, conditional use, health department or other permit is required, it must be obtained before the building permit will be issued. All application fees are non-refundable.
  - All commercial buildings over 4,000 square feet and all residential buildings with more than four dwelling units must be designed by an architect or engineer licensed in Washington State, and have a **SEPA ENVIRONMENTAL CHECKLIST** prepared.

- **REQUIRED SETBACKS:**

<b>ZONE</b>	<b>STREET/ FRONT</b>	<b>SIDE</b>	<b>REAR</b>	<b>MAX LOT COVERAGE</b>	<b>MAX HEIGHT</b>
<b>Residential R-1</b>	10 ft (a)	5 ft	5 ft (e)	40%	30 ft (b)
<b>Residential R-2</b>	10 ft (a)	5 ft	5 ft (e)	40%	30 ft (b)
<b>Central Business CB</b>	0 ft	0 ft (c)	0 ft (d)	(g)	40 ft
<b>Tourist Commercial CT</b>	0 ft	0 ft (c)	0 ft (d)	70 %	40 ft
<b>Highway Comm CB</b>	0 ft	0 ft (c)	0 ft (d)	70%	40 ft
<b>Light Industrial LI</b>	0 ft	0 ft (c)	0 ft (d)	80%	40 ft

- a. Set back is 10 ft from the property line where the platted right-of-way is at least 40 feet from the monumented centerline; or 15 feet from the property line where the platted right-of-way is less than 40 feet from the monumented centerline. Buildings on corner lots shall observe a front yard setback from both front property lines.
  - b. As measured to roofline of pitched roof.
  - c. Except 10 ft when abutting a residential zone.
  - d. Except 15 ft when abutting a residential zone.
  - e. Except 10 ft from the rear property line where there is no platted alley.
  - f. Minimum lot size 7,000 sq. ft single family; 9,000 sq. ft – duplex.
  - g. Maximum lot coverage in this district shall be sufficient to accommodate the use(s) in accordance with this title and other applicable provisions of the WMC including, without limitation, the requirements for off-street parking, landscaping signs, etc.
  - h. Minimum lot width in R-1 and R-2 is 75' and minimum lot depth is 90'.
  - i. Maximum density not to exceed 5 units per acre in R-1 and 10 units per acre in R-2.
- **ELECTRICAL PERMIT:** Obtain permits from the Department of Labor and Industry, 519 Grant Road, East Wenatchee, WA 98802. Phone: 509-886-6450.
  - **ELECTRICAL METER HOOK-UP:** Contact the Douglas County PUD at 1151 Valley Mall Parkway, East Wenatchee, WA 98802. Phone: 509-884-7191. A Customer Service Request is required and can be obtained at the Town Hall.
  - **WATER TAP/METER:** Contact the Town of Waterville for a water tap. The fee is \$1,125 which covers the tap only. The applicant is responsible for materials and labor to bring the line to the Town's main line. The Town will furnish the water meter.
  - **SEWER HOOK-UP:** Contact the Town of Waterville for a sewer hook-up. The fee is \$1,500 (for one water closet and \$250 for each additional closet). The applicant is responsible for materials and labor to bring the line to the Town's main line.
  - **SYSTEM DEVELOPMENT FEES:** These are in addition to the water and sewer tap fees. The fee is \$3,000.00 for water and \$2,750.00 for sewer.
  - **REQUIRED FEES:** A \$100.00 non-refundable application fee will be collected at the time we receive your application. This fee will be applied toward final building permit.



## TOWN OF WATERVILLE PLAN REVIEW REFERENCE SHEET

NAME: \_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DATE: \_\_\_\_\_

### Please note the following Building Code Regulations:

#### DESIGN CRITERIA

- \* 40 psf Snow Load
- \* 85 mph wind speed, Exposure C
- \* Seismic Zone C
- \* Climate Zone II

#### 1 FOOTINGS:                      IRC Chapter 4

- a. Bottom of footing shall be a minimum of 18" below grade.
- b. Footings shall bear on undisturbed earth.
- c. Proper width and thickness.
- d. Rebar wired in place, suspended 3" from soil, lapped 20" minimum, bent around corners.
- e. Fireplace footings 12" minimum depth.
- f. Set string lines at property corners for verification of building setbacks.

#### 2 FOUNDATION:

- a. Proper thickness. Rebar wired in place, lapped minimum of 20", bent around corners, per approved plans. Holdowns shall be installed prior to inspection.
- b. Windows proper size and sill height (for sleeping room egress see item #13 on page 3 of this form).
- c. Pipes sleeved in concrete walls or floors. IRC 2603.3
- d. Foundation anchor bolts: 7" minimum concrete embedment (10" anchor bolt typical). Maximum 6' on center, within 1' of plate ends. Minimum of 2 bolts per piece. IRC 403.1.6
- e. Sill plate pressure treated. IRC 319.1
- f. 18" X 24" min. crawlspace access except when accessing mechanical equipment access shall be large enough to remove such equipment in one piece. Crawlspace depth 18" minimum to joists, 12" to beams. IRC 408.3
- g. Foundation ventilation: Openings shall be 1sq. ft. per 300sq. ft. of crawlspace area. IRC 408.2
- h. Basement walls shall be damp-proofed on the outside by approved methods and materials. IRC 406.1
- i. Provide 6 mil poly vapor barrier (black) throughout crawlspace. WSEC 502.1.6.7
- j. Concrete in foundations walls shall be 2500 PSI.

#### 3 FLOORS:

- a. Notches in joists shall not exceed 1/6 depth of joist, and are not allowed in the middle third of the span. At ends notches shall not exceed 1/4 the depth of joist. IRC 502.8
- b. Holes in joists shall not be within 2" of top or bottom of joists & shall not exceed 1/3 depth of joists. IRC 502.8
- c. Joists framed from opposite sides, lapped 3" at bearing or gusseted over girder. IRC 502.6.1
- d. Follow manufacturers requirements for pre-manufactured I-joists for installation, hole locations and sizing.
- e. Beams entering concrete wall shall have 1/2" air gap at ends and sides with 3" minimum bearing. IRC 319.1
- f. Untreated posts/piers separated from concrete. IRC 319.1
- g. Provide positive post/beam connections to insure against uplift and lateral displacement. IRC 502.9
- h. Floor joists proper size, 1-1/2" min. bearing on wood or joist hanger. 3" min. bearing on masonry. IRC 502.6
- i. Sub-floor proper thickness and type, stamped, tongue and groove or edges blocked and shall cover two or more spans. 6/12 nail spacing (edge/field) with face grain across supports. IRC Table 503.2.1.1 (1)
- j. All lumber shall be grade stamped.
- k. Provide solid blocking at ends of joists and at each support. Joists exceeding 2 X 12 requires bridging @ 8' maximum unless both edges are held in line. IRC 502.7
- l. Decks shall be attached to the structure by minimum 3/8" X 4" lag bolts spaced at 24' o.c. IRC 502.2.1
- m. Exterior slabs, steps, porches and garage slabs shall have 3500 PSI concrete.

#### 4 WALLS:

- a. Bracing per IRC 602.10 (typically a 4 X 8 wood structural panel within 8' of each corner of structure and every 25 ft. o.c.) Or Lateral Restraint Panel per handout. **(Otherwise by engineer design)**
- b. Headers supported by minimum of 1-1/2" bearing. IRC 502.5.1
- c. Bearing walls: studs shall not be notched over 25% of width, bored holes shall not exceed 40% of width. IRC 602.6(1)

- d. Non-bearing walls: studs shall not be notched over 40% of width, bored holes shall not exceed 60% of width. IRC 602.6(2)
- e. Wall plates cut for plumbing, etc. shall be strapped with 16 gauge galvanized strap 1-1/2" width with a minimum of 8- 16d nails each side of notch. IRC 602.6.1
- f. Fire blocks shall be installed at wall/ceiling line of concealed soffit spaces and lowered ceilings, at 10' intervals both vertical and horizontal, stair stringers, between concealed vertical and horizontal openings. IRC 602.8
- g. Draft stops shall be properly installed. IRC 502.12
- h. Siding: proper type and adequately nailed with corrosion resistant nails over an approved vapor barrier. IRC 703
- i. All toilet compartments shall be located in a clear space not less than 30" in width, with a clear space in front of the toilet of not less than 21". IRC Table 307.2
- j. Ceiling heights shall not be less than 7'. IRC 305.1
- k. Wall sheathing: proper thickness, stamped, cover two or more spans. IRC 602.3

### **5 ROOFS:**

- a. Trusses stamped and designed for project by engineer. (Snow load is 40 lbs. Per sq. ft.) Truss specifications required at framing inspection. IRC 802.10
- b. Provide proper rafter size and spacing. IRC 802.5
- c. Ridge boards shall be 1" nominal thickness and not less in depth than the cut end of the rafter. Hip or valley rafters shall be 2" nominal thickness and not less in depth than the cut end of the rafter. IRC 802.3
- d. Rafters shall be nailed to ceiling joists (if parallel). IRC 802.3.1
- e. Rafter ties shall be 4' o.c. if rafters/ceiling joists are not parallel. 1 X 4 min. IRC 802.3.1
- f. Rafters, trusses and ceiling joists shall have blocking at all points of bearing. IRC 802.8
- g. Roof Sheathing: shall cover two or more spans of support. The strength axis (which is the long direction of the panel unless otherwise marked) shall be perpendicular to supports. **Edge panel clips required midway between supports for 7/16" 24/0 rated sheathing.**
- h. Provide uplift resistance connector at each truss. IRC 802.10.5

### **6 ROOFING:**

- a. Asphalt shingles: 4:12 minimum slope, if less than 4:12 see IRC 905.2.2.
- b. Metal: if under 3:12 sealer strips required at laps.
- c. Tile, wood shakes/shingles shall be installed per requirements in IRC Chap. 9.
- d. Ice dam protection: all composition, shingle, shake and tile roofs require an approved self-adhering, polymodified bituminous ice sheeting (such as "Ice Guard") at eaves extending 2' inside of exterior walls and valleys without flashing. IRC 905.2.7.

### **7 ATTIC ACCESS:**

22" wide X 30" length X 12" depth minimum. Provide 30" minimum headroom above access. IRC 807

### **8 ATTIC VENTILATION:**

1 sq. ft. per 300 sq. ft. if 1/2 of the ventilation is at the eaves and 1/2 is at least 3' above eaves otherwise 1 sq. ft. per 150 sq. ft. with cross ventilation required. IRC 806

### **9 SMOKE DETECTORS:**

110 Volt units with battery backup in each sleeping room, just outside of all sleeping rooms, on all floors and in basements, additional detector required when having differing ceiling heights of 24" or more. Detectors shall be interconnected. IRC 313.1

### **10 GARAGE SEPARATION WALL:**

- a. 1/2" Gypsum Wall Board on common wall separating garage & house (on garage side) to underside of roof sheathing **OR** all walls & ceiling shall have 1/2" Gypsum Wall Board. Joints & nails shall be firetaped. IRC 309.2
- b. Provide self-closing, tight fitting, solid core wood 1-3/8" thick or 20 minute rated door
- c. Provide one layer 5/8" type "X" gypsum wall board at garage ceiling if there is a living space above the garage. All walls supporting separation shall have 1/2" gypsum wall with firetape. IRC 309.2
- d. No openings in HVAC ducts are permitted in garage. Ducts in garage shall be minimum 26 gauge.

**11 GYPSUM WALL BOARD:**

- a. Nail spacing: 7" o.c. at edges, elsewhere 7" o.c. single nailing, 12" o.c. double nailing
- b. Screw spacing: 12" o.c. IRC 702.3.5
- c. Tub and shower compartments with ceramic or plastic tiles shall use water resistant gypsum board for base material. Water resistant gypsum board not approved on ceiling or over a vapor barrier. IRC 702.4.2

**12 EXHAUST FANS:**

- a. Required in each bathroom, toilet compartment, laundry room, kitchen and other rooms where excess water vapor or cooking odor is produced. Washington State VIAQ 302.2.1
- b. Point of discharge of exhaust air shall be at least 3' from any opening into building and ducts shall be equipped with back draft dampers where the duct terminates outside the building. Exhaust fan ducts in non-heated spaces shall be insulated to R-4 min.
- c. Ducts used for range exhaust vents and dryer vents shall be of galvanized steel, stainless steel or copper and shall have smooth interior surfaces. Dryer vents shall not exceed 15' in length including two 90-degree elbows and shall not have screws for attachment. Ducts for bathrooms, laundry rooms, etc. shall be of metal or factory made insulated air ducts approved for the use intended and complying with UL Standard 181. IRC Chap. 15
- d. Duct tape for installation of flex ducts, dryer vents, etc. shall comply with UL 181B. Polyken 557 is a code complying duct tape. Standard duct tapes purchased at hardware stores do not meet the standards of UL 181B and will not be allowed.

**13 EMERGENCY ESCAPE:**

All sleeping areas, lofts and basements must be provided with an operable door or window directly to the outside and must meet the following minimum requirements:

5.7 sq. ft. net clear openable area, 24" net height, 20" net width, 44" maximum window sill height except for grade floor windows which may have 5 sq. ft. of openable area. IRC 310.1

**14 TEMPERED GLASS:**

Required in hazardous locations: glass in doors, glass within a 24" arc of doors, glass within 18" of the floor, glass adjacent to tub and shower enclosures, glass in railings. IRC 308.4

**15 FIREPLACES:** IRC Chapter 10

- a. Provide 2" minimum clearance from masonry to combustible materials (framing, etc.).
- b. Masonry chimneys shall extend 2' above roof peak or 2' higher than any part of the roof within 10' horizontal distance.
- c. Factory built fireplaces, stoves and chimneys shall be installed in strict accordance with their listing and manufacturer's installation instructions.
- d. Hearth must extend at least 16" in front and 8" on sides of fireplace or stove opening when fireplace opening is less than 6 sq. ft. Hearth must extend at least 20" in front and 12" on sides of fireplace or stove opening when fireplace opening is 6 sq. ft. or more.
- e. Outside combustion air required (6" sq. in. minimum). VIAQ 402.3
- f. Tight fitting doors required on fireplaces. VIAQ 402.3

**16 STAIRS:** **Changes to approved stairway design requires prior approval**

- a. 7 3/4" maximum rise, 10" minimum run, 36" minimum width. Winding stair treads shall have a min. 6" run and shall have a 10" min. run at a point 12" from the narrowest points. The greatest dimension in rise and **run** shall not exceed the smallest by 3/8". IRC 311.5.3
- b. Tread nosing of not less than 3/4" but not more than 1 1/4" is required on treads less than 11" in tread depth with solid risers. Open risers are permitted provided that opening between treads has a 4" max. opening. IRC 311.5.3
- c. Graspable handrails required on interior and exterior stairs with 4 or more risers. 34"-38" handrail height measured from the nose of the tread to the top of handrail. 1-1/4"-2" in cross section, minimum 1-1/2" from the wall with ends returned to the wall or newel posts continuous the full length of the stairs. IRC 311.5.6
- d. Shall be a floor or landing at top & bottom of ea. stairway or stair-run. Landing size 36"x36" min. IRC 311.5.4
- e. Min. headroom height in stairways 6'-8" measured from nose of the tread to finished ceiling. IRC 311.5.2
- f. Enclosed useable space under stairs shall be protected with 1/2" gypsum wall board (walls & ceiling) IRC 311.2.2
- g. Stair lighting: All interior and exterior stairs shall be provided with means to illuminate the stairs, landings and treads. IRC 303.6

**17 FLOOR LEVEL AT DOORS:**

- a. The **main entrance door** shall have a landing that is not more than 1 1/2" lower than the top of the threshold. The landing shall be at least as wide as the exit door with a minimum of 36" and the depth in the direction of exit travel shall be a minimum of 36".
- b. Other doors: Where a stairway of two or less risers is located on the exterior side of a door, a landing is not required for the exterior side of the door. If three or more risers are needed a landing shall be provided not more than 7 3/4" below the top of the threshold. When landings are required they shall be at least as wide as the door and depth in the direction of exit travel shall be a minimum of 36". IRC 311.4

**18 GUARDRAILS:**

Required on all decks, stairs, ramps, porches and open landings which are 30" or more above finish grade (ground level). Minimum height is 36". Openings in guardrails shall be 4" maximum. IRC 312

**19 INSULATION:**

Washington State energy Code minimum prescriptive requirements for residential structures: floors = R-30, walls = R-21 intermediate framing; flat ceiling = R-49 or R-38 advanced framing; vaulted ceilings = R-30; slab-on-grade = R-10; windows = 0.30 U-Value; duct insulation= R-8 (in unconditioned spaces). 2007 Washington State Energy Code

**20 PLUMBING:**

- a. Lead free solder required.
- b. Pressure test on potable water system (50 lbs. Min.), drain, waste and vent system (5lbs. Min.), gas piping (10 lb. Min.) required at time of inspection.
- c. Hot water tank pressure relief valve drained to outside of the building or to floor drain w/ trap primer using copper, galvanized steel or cpvc piping.
- d. R-10 insulating pad required under water heater when located on concrete or in a unconditioned area.
- e. Sources of ignition must be kept at least 18" above the floor surface. (Water heaters in garages)
- f. Install floor drain with trap primer for HVAC condensate drain or hot water tank pressure and relief drain that cannot be piped to the exterior.
- g. 1992 Washington State water efficiency standards are: toilets 1.7 gpm, shower heads 2.5 gpm, sinks 2.5 gpm.

**21 MECHANICAL:**

- a. Appliances or equipment located in garages that has a flame or generates a spark or uses a glowing ignition source shall be elevated such that the source of ignition is at least 18" above the floor. IRC 1307.3
- b. Whole house ventilation systems shall meet the requirements of WSEC Sec. 303 by one of the following methods:
  1. An exhaust fan with a 24 hr. timer and a ducted forced air heating system with doors under-cut a minimum of 1/2".
  2. A 7" min. fresh air duct connected to the furnace return plenum with a 24 hr. timer to control the furnace blower.
- c. Vehicle barriers are required in front of appliances in garage if appliances are susceptible to vehicle damage. 4" min. steel pipe filled with concrete. IRC 1307.3.1
- d. Duct tape for installation of flex ducts, dryer vents, etc. shall comply with UL 181B. Polyken 557 is a code complying duct tape. Standard duct tapes purchased at hardware stores do not meet the standards of UL 181B and will not be allowed.

**22 FINAL INSPECTION:**

- a. House address visible from the street required.
- b. The building is completed and ready for occupancy. (Plumbing, mechanical, electrical, guardrails, etc.).
- c. Public Works Dept. has approved water connections, sewer connection and driveway installation.
- d. Final grading is completed and slopes away from house a minimum of 2% for 5ft.

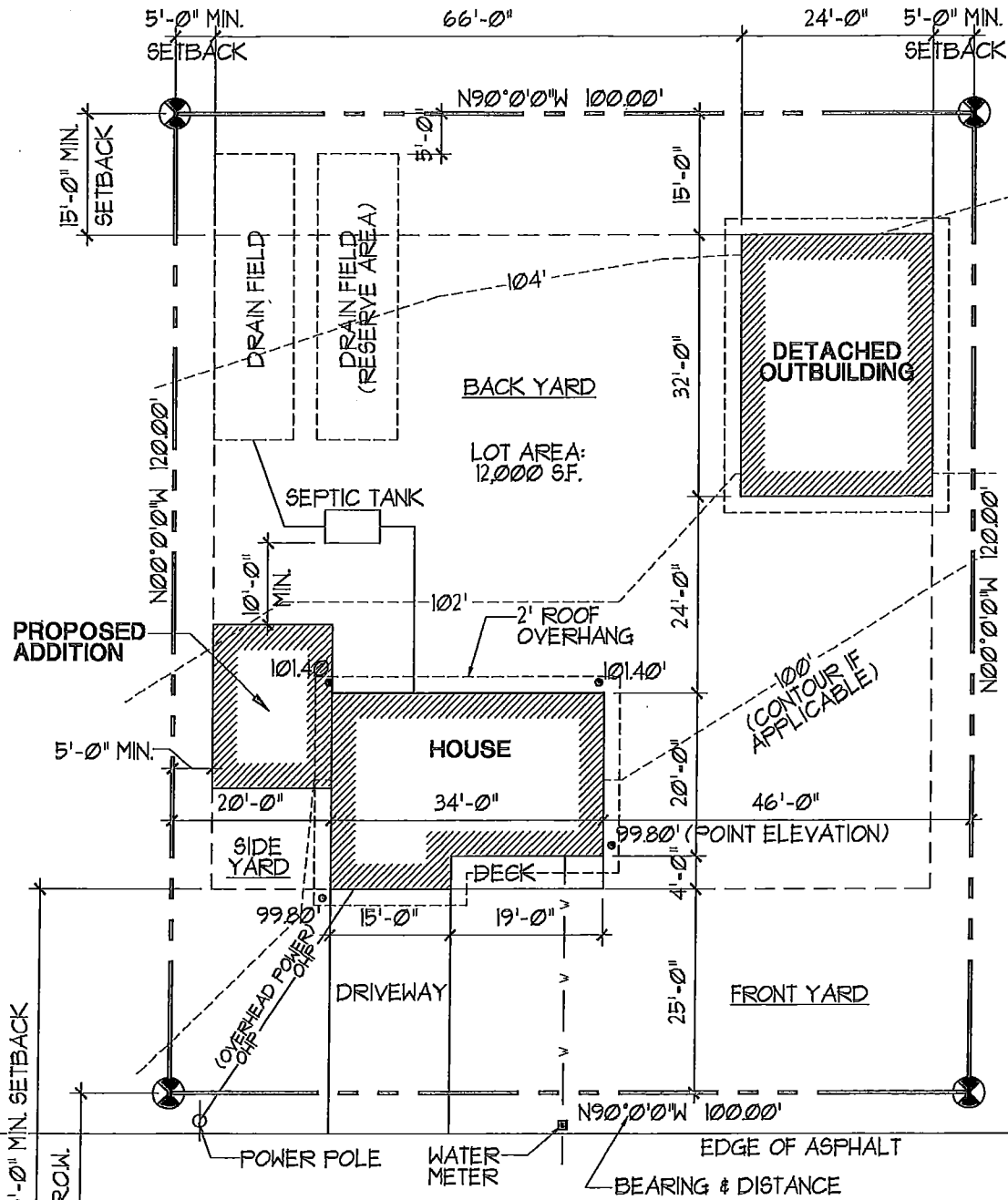
If you have any questions please call the Town of Waterville at 509-745-8871.

THIS LIST WAS COMPILED AS AN AID ONLY FOR ONE AND TWO FAMILY DWELLING CONSTRUCTION. CONSULT THE 2003 INTERNATIONAL BUILDING CODE OR RESIDENTIAL CODE FOR DETAILED CODE REQUIREMENTS.



# EXAMPLE SITE PLAN

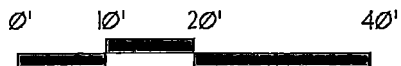
THIS EXAMPLE IS PROVIDED AS A GENERAL GUIDE ONLY. CONSULT THE TOWN OF WATERVILLE FOR SPECIFIC REQUIREMENTS.



**SITE PLAN**

1"=20'

⊕ MOSER ST.



# TOWN OF WATERVILLE SITE PLAN CHECKLIST

- Site plans must be drawn to a standard engineering scale not to exceed 1" = 10" for building permits and not exceeding 1" = 100' for all other applications. Indicate the scale used. Include north arrow.
- Boundaries (all property lines), dimensions and area of lot/parcel (square feet).
- Land features such as top and bottom of slopes, direction of slope, ravines, etc.
- Location, size and purpose of all existing structures (temporary or permanent) and proposed structures. Include outdoor lighting and signage. Label each as existing or proposed.
- Existing and proposed landscaping, screening and/or fencing. (Show type of landscaping, size, spacing, and provisions for irrigation).
- Location, dimension and volume of all existing and proposed propane tanks, fuel tanks, etc.
- Location and dimensions of all porches, decks, landings, stairs, roof overhangs, cantilevers, bay windows, retaining walls, patios and chimneys.
- Distance between property lines and existing/proposed buildings, and the distances between buildings
- Location and width of existing and proposed driveways/accessories serving each structure and any parking area. (include drainage facilities).
- Width and name of roads bordering the property and indicate whether they are public or private.
- Indicate any and all easements (access, utility, drainage, etc.) on the property including their width. Label them with intended use.
- Identify adjacent plat names. Where adjacent property has not previously been subdivided, indicated property owner and tax parcel number.
- Contours at one foot intervals for zero to five percent cross slope, five-foot intervals for five to thirty percent cross slope, and spot elevations to determine the general slope of the land and high and low points thereof, the contours and elevations to be based upon data acceptable to the review authority.

I certify that the information on this site plan is accurate and complete. I further understand that I may need to provide additional information if deficiencies are noted during project review. If information is incomplete, incorrect, or not provided, permit processing time and issuance of this permit could be delayed.

Print Applicant Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_