City of Seattle
Department of Construction and Inspections
www.seattle.gov/sdci

Applicant Services Center Phone: 206-684-8850
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P.O. Box 34019
Seattle, WA 98124-4019

Single Family - General Responsibilities

Applicants are responsible for insuring that their submittals meet the checklist and standards prior to intake. The limited time of intake is not intended for applicants to complete their application materials.

ABBREVIATIONS

ADU	Accessory Dwelling Unit	**PPAR**	Preliminary Permit Application Report
DADU	Detached Accessory Dwelling Unit	**SBC**	Seattle Building Code
DR	Director's Rule	**SEPA**	State Environmental Policy Act
ECA	Environmentally Critical Areas	**SRC**	Seattle Residential Code
LBA	Lot Boundary Adjustment	**TRAO**	Tenant Relocation Assistance Ordinance
MUP	Master Use Permit	**UA**	U-value multiplied by Area

SEATTLE DCI COVER SHEET (current version)

- ☐ Project Address matches the address assigned by Seattle DCI
- ☐ Complete all portions of Cover Sheet (Items #1 thru #7) including contact information, related project numbers, floor areas, grading information, energy mechanical code compliance information, signatures, etc.

ARCHITECTURAL AND STRUCTURAL NOTES

- ☐ Identify Building Code Edition (such as year, including amendments)

Design Loads Notes

- ☐ Floor Dead Load and Live Load
- ☐ Roof Dead Load and Snow Load
- ☐ Design Method (Allowable Stress or Strength Design)
- ☐ Wind Exposure, Speed, K_{zt} factor, External/Internal Pressure Factors, Analysis Methods
- ☐ Seismic Design Category (SRC or SBC)
- ☐ Seismic Site Class, S_s/S_1-values, R-factor, Analysis Methods (SBC)
- ☐ Soil Bearing Capacity
- ☐ Equivalent Fluid Pressure for retaining walls

Foundation Notes

- ☐ Concrete Strength and Mix
- ☐ Reinforcing Steel grade, placement, and protection
- ☐ Anchor bolt size, spacing, and washer/plate size

Framing Notes

- ☐ Species and Grade of beams, headers, joist, rafters, columns, studs, etc.
- ☐ Sheathing type, grade and index
- ☐ Manufactured Trusses
- ☐ Nailing and Blocking
- ☐ Stairway headroom, and handrail specifications
- ☐ Guardrail height, intermediate rail

Mechanical & Ventilation Notes

- ☐ Identify Code Edition (such as year, including amendments)
- ☐ Source Specific Fan Sizes (if not specified on floor plans)
- ☐ Duct work gage between garage and living spaces
- ☐ Whole house ventilation method (exhaust only, integrated forced air, etc.) include size, sone rating, and controls

Energy Notes

- ☐ Identify Code Edition (such as year, including amendments)
- ☐ Heated floor Area (gross)
- ☐ Area of Exterior Doors
- ☐ Area of glazing in walls
- ☐ Area of Skylights
- ☐ Glazing % (all glass)

LAND USE CODE ANALYSIS AND DOCUMENTATION

Lot Coverage

- ☐ Show area calculations of all principal and accessory structures
- ☐ Identify allowed lot coverage
- ☐ Identify total lot coverage
- ☐ Identify exceptions used (i.e. 18" overhang including gutter)

Structure Height

- ☐ Identify maximum structure height allowed
- ☐ Identify proposed structure height
- ☐ Identify exceptions used (i.e. pitched roof, rooftop features, sloped lot height bonus)

Sloping lot height bonus documentation (calculate to nearest inch)

- ☐ Calculations for average elevation of low grade wall and of high grade wall
- ☐ Calculations for difference between average high and average low elevations
- ☐ Identify distance between average low point and average high point
- ☐ Calculations for slope on lot (difference in average elevations divided by distance between these points)
- ☐ Calculations for additional height allowed (slope of lot divided by .06)

Front Yard Averaging

- ☐ Provide a partial block front plan showing nearest single family structures used for averaging
- ☐ Dimension the distance from proposal site side lot lines to single family structures used for averaging
- ☐ Dimension the distance from front lot lines of each structure used for averaging to the wall nearest to the street
- ☐ Dimension all portions of front facade of each structure used for averaging purposes and show percentages
- ☐ Identify portion of each structure used for averaging purposes (i.e. enclosed porch, living area, etc.)
- ☐ Provide calculations demonstrating how front yard requirement for proposal site was determined

SITE PLAN

General Information

- ☐ Project site address
- ☐ Scale 1" = 10' or 1/8" = 1'
- ☐ Legal description/s (Include easement legal description and recording number)
- ☐ Existing and proposed easement location and dimensions (side yard, ingress & egress, pedestrian access, etc.)
- ☐ King County Assessor's Parcel Number (APN)
- ☐ North arrow
- ☐ Identify and dimension all property lines and show bearings

Street and alley information

- ☐ Names of adjacent streets
- ☐ Street and Alley right-of-way width
- ☐ Identify elevation at center of developed roadway if a change to access or parking is proposed
- ☐ Street, alley improvement type, and width (asphalt, concrete, gravel, 24' wide, or specify "unimproved")
- ☐ Sidewalk location or specify "no sidewalk"
- ☐ Curbcut width and distance from adjacent property lines
- ☐ Label curbcuts as "existing" or "proposed"
- ☐ Identify all physical restrictions to site access (utility poles, rockeries, street trees, Metro bus stops, etc.) if a change to access is proposed

Development Information

- ☐ Dimension distances from all portions of the building to front, side, and rear property lines
- ☐ Identify new and existing structures or portions of structures
- ☐ Dimension and label all portions of the structure (exterior walls, porches, decks, stairs, cantilevers, roof overhangs, chimneys, etc.)
- ☐ Identify accessory structures.
- ☐ Dimension distances between structures on property
- ☐ Label and dimension surface parking space/s, driveways
- ☐ Identify existing and finished grade elevation of driveway at property line if a change to access or parking is proposed.
- ☐ Identify finished grade elevation at garage if a change to access is proposed
- ☐ Label and dimension rockeries, site retaining walls, fences, arbors, trellises, patios, walkways, etc.
- ☐ Locate and dimension all window wells, fireplaces, chimneys, etc.
- ☐ Location, caliper, and species of exceptional and significant trees

Height details for New Addition or Roof Modification

- ☐ Identify existing and finished grade at each building corner
- ☐ For pitched roofs – identify elevation at top of plate, top of roof peak/s, (top of roof decks if applicable)
- ☐ For flat roofs, identify elevation at top of roof structure, top of roof decks if applicable

Additional requirements - Sloping lot height bonus details for New Addition or Roof Modification

- ☐ Locate and identify the average elevation point on high grade wall (TIP 220)
- ☐ Locate and identify the average elevation point on low grade wall
- ☐ Show and dimension line between average high point and average low point
- ☐ Provide contour lines from survey at 2 foot intervals (minimum) with top of wall & roof elevations (TIP 220)

DEMOLITION PLAN **(may be included on Floor Plan if clear)**

- ☐ Show existing floor plan and/or elevations
- ☐ Indicate existing framing including beams, joists, bearing walls, columns and shear walls
- ☐ Show all existing items to be demolished/removed
- ☐ Show all existing items to remain

FLOOR PLANS

General Information

- ☐ North arrow
- ☐ Scale ¼" = 1'
- ☐ Label floor level (1st, 2nd, basement, etc.)
- ☐ Identify New versus Existing
- ☐ Use of each room
- ☐ If framing is shown, identify which floor level framing (i.e. "1st floor plans, 2nd floor framing")
- ☐ Reference call outs for cross sections and details

Floor plan information

- ☐ Overall dimensions (exterior wall to exterior wall)
- ☐ Dimension location of all interior walls and columns, from each other and from outside of exterior walls
- ☐ Identify egress window/s
- ☐ Show details of the fire barrier required between attached garage and dwelling
- ☐ Location and dimensions for windows and doors on plan. Include height, width, location, and type (i.e. slider, casement, awning), U-value fire rating on plan or at door/window schedule

Floor plan information (continued)

- ☐ Show and dimension critical ceiling breaks (i.e. sloped ceiling provisions, soffits, etc.)
- ☐ Locate all smoke detectors
- ☐ Locate exhaust fans (including whole house fan if required)
- ☐ Attic access location and size
- ☐ Water heater location
- ☐ Furnace location
- ☐ Kitchen sink, refrigerator, cooking appliances location
- ☐ Toilet, bath/shower, sink location
- ☐ Fireplace, bay windows, etc. location and dimensions
- ☐ Show decks, porches, landings, etc.
- ☐ Identify partial height walls

Stair information

- ☐ Locate stairs
- ☐ Dimension width and landing size
- ☐ Indicate rise and run
- ☐ Handrail information
- ☐ Guard information (rail height and spacing of intermediate rails)
- ☐ Headroom height
- ☐ Winding stair requirements
- ☐ Spiral stair requirements

ELEVATION VIEWS

General Information

- ☐ Scale ¼" = 1'
- ☐ Show and label north, south, east, and west elevation views
- ☐ Show and label existing and finished grade lines
- ☐ Show and label new and existing structures or portions of structures
- ☐ Show and dimensions exterior architectural features (garden windows, bay windows, etc.)
- ☐ Show window wells
- ☐ Slope of pitched roofs
- ☐ Location of doors and windows
- ☐ For pitched roofs – dimension height from existing or finished grade, whichever is lower to top of plate, top of roof, top of roof peak, top of roof decks (if applicable) at each building corner
- ☐ For flat roofs – dimension height from existing or finished grade, whichever is lower to top of roof structure, top of roof decks (if applicable) at each building corner
- ☐ Height of yard exceptions (decks, porches, stairs) from existing or finished grade, whichever is lower
- ☐ Height of cantilevered portions of structure from grade
- ☐ Height of chimney above structures within 10'
- ☐ Details of open railings on decks if yard or height exceptions used

FOUNDATION PLAN **(provide the following for all new construction and areas affected such as adjoining areas influencing or modifying loads)**

General Information

- ☐ North Arrow
- ☐ Scale ¼" = 1'
- ☐ Identify New and Existing
- ☐ Reference callouts for cross sections and details

Footing and foundation information

- ☐ Overall dimensions
- ☐ Location and dimensions of columns from each other
- ☐ Dimension and locate spread footings. Specify reinforcement size and quantity
- ☐ Dimension continuous footings and foundation walls (width, thickness, and height) or reference detail
- ☐ Thickness of slab
- ☐ Window wells construction information
- ☐ Crawl space vent size and location
- ☐ Crawl space access (location and size)
- ☐ Show posts below first floor framing
- ☐ Locate and identify all steps in footing and / or foundation
- ☐ Show hold-down location and size
- ☐ Show all first floor framing (size and span of beams and joists, direction of joists)
- ☐ Show all cripple walls
- ☐ Show all shearwall / braced wall panels and indicate construction

FLOOR FRAMING PLAN **(provide the following for all new construction and areas affected such as adjoining areas influencing or modifying loads)**

General Information

- ☐ North arrow
- ☐ Scale ¼" = 1'
- ☐ Reference call outs for cross sections and details
- ☐ Identify New and Existing
- ☐ Identify floor (1st floor, 2nd floor, etc.) and framing level

Framing information

- ☐ Location, size, spacing, and span of framing members (i.e. joists, beams, studs and posts))
- ☐ Dimension and size of framing around openings in floors, ceilings, and other horizontal diaphragms
- ☐ Locate all bearing walls and supporting floor framing
- ☐ Locate all bearing walls and bearing points from above
- ☐ Locate and identify all structural discontinuities, cantilever, offset bearing walls, floor level changes, etc.
- ☐ Show hold-downs, or straps location and size
- ☐ Show all ledger connections
- ☐ Identify all shearwall and braced wall panels and their schedule

ROOF FRAMING PLAN **(provide the following for all new construction and areas affected such as adjoining areas influencing or modifying loads)**

General Information

- ☐ North arrow
- ☐ Scale ¼' = 1'
- ☐ Identify New and Existing
- ☐ Reference call outs for cross sections and details

Framing information

If using conventional framing

- ☐ Specify ridge beam size and span
- ☐ Show location of collar ties, rafter ties or clips (if used)
- ☐ Specify rafter size, spacing, and span
- ☐ Specify header sizes and span

If using pre-manufactured trusses

- ☐ Location of girder truss, hip master
- ☐ Specify truss span, spacing, type (common, scissor, gable end, etc.)

For all framing types

- ☐ Show all bearing members below (walls, beams, headers, etc.) giving size and span
- ☐ Specify size of framing around roof openings
- ☐ Indicate pitch of roof/s
- ☐ Location of roof openings (skylights, chimneys, etc.)
- ☐ Dimension all eaves

Building Section

A "**Building Section**" is a cross-sectional view (exterior wall to exterior wall) through a building (foundation to ridge), intended to illustrate the vertical relationship of significant building spaces.

Note:

1. Floor plans must show the location of the section cut and reference the Building Section.
2. When multiple conditions are proposed and clarity is critical in order to show code compliance (such as unusual ceiling conditions), multiple building sections or partial sections may be appropriate.
3. Detailed information, such as insulation levels or a stair section, may be on the Building Section as long as the proposal is clear.

General Information

- ☐ Min. ¼"=1'-0" scale.
- ☐ Reference call-outs to construction details.
- ☐ Dimension distance from floor to floor.
- ☐ Ceiling height dimensions. (When using sloped ceiling provision, provide detailed dimensions)
- ☐ Detailed dimensions if collar ties used.
- ☐ Specify roof pitch / slope.
- ☐ Clearly identify new and existing construction, and construction details specifying the connection of new to existing
- ☐ Illustrate unusual conditions (lofts, raised floor areas, unusual ceiling configurations, etc.)

Construction Details **(Provide the following for all new construction, as well as connection between new and existing construction)**

A "**Construction Detail**" is an enlarged view (usually sectional) of a critical construction element, intended to clearly show code conformance.

General Information

- ☐ Minimum ½" = 1' (3/4" = 1' or larger is commonly used for construction detail so detail is clearly presented)
- ☐ Identify New and Existing

Stair Detail

- ☐ Rise and run dimensions (Winders, spirals, or other unusual stairways may require a detailed plan view as well).
- ☐ Dimension headroom height
- ☐ Handrail information (grasp requirements, extensions, returns, and height)
- ☐ Guardrail information (height and spacing of intermediate rails)
- ☐ Fire protection under stair (if enclosed)

TYPICAL WALL SECTION (extending from roof to foundation/basement wall)

Roof Detail

- ☐ Dimension eave
- ☐ Show gutter, specify type
- ☐ Show roof drainage methods
- ☐ Show roof/ attic venting
- ☐ Show all locations for insulation R-value, and type (batt, rigid/thickness, etc.)
- ☐ Show fire protection at eave (if appropriate)

Wall Detail

- ☐ Size and number of top and bottom plates
- ☐ Stud sizing and spacing
- ☐ Exterior side: Siding, weather protection, structural sheathing (thickness and material), Veneer type (brick, stone) thickness, and attachment. Fire resistive assembly if appropriate.
- ☐ Interior side: Insulation R-value and type; Wall covering material and thickness (usually gypsum wall board)

Floor Detail

- ☐ Sheathing material and thickness
- ☐ Location of framing members
- ☐ Foundation information or reference to separate detail
- ☐ Crawl space heights
- ☐ Vapor barrier material and thickness
- ☐ Perimeter slab and below grade wall insulation and R-value if applicable

Foundation/Basement Wall/Retaining Wall Details

- ☐ Fully dimension
- ☐ Detail all differing conditions (reference to detail required on foundation plan)
- ☐ Specify footing depth below grade
- ☐ Specify maximum backfill
- ☐ Indicate depth of cut in relationship to property line
- ☐ Specify re-bar location and size
- ☐ Specify sill plate size and material
- ☐ Specify anchor bolt size and spacing and washer size
- ☐ Footing drain location, size (at exterior wall)
- ☐ Spread footing detail/s – post size, connections to footing, framing above

Shearwall Details

- ☐ Show all Shearwall / Braced wall Panels, show construction and assembly details
- ☐ Floor to floor/roof load transfer methods

Shearwall Schedule (see Appendix A)

- ☐ Sheathing material, thickness
- ☐ Required nail size, spacing
- ☐ Top and bottom plate connection to diaphragm (roof, floor, etc)
- ☐ Floor to floor transfer details (hold down strap details)
- ☐ Diaphragm to shearwall connections
- ☐ Max Capacity values

Miscellaneous Details

- ☐ Rockery / ecoblock cross section
- ☐ Collar tie connection details if not provided somewhere else in plan set
- ☐ Rated wall construction details

APPENDIX A

Shear Wall Schedule (with examples)

Label	APA Rated Sheathing [1][2][4][12][13]	Nail Size & Spacing @ Edges [4][5]	Stud & Blocking Size @ Adjoining Edges [3][6][14]	Rim Joist or block connection to top plate [7][8]	*2 X Bottom Plate Attachment* Nailing To Wood Below [9]	*Sill Plate Attachment* Anchor Bolt to Concrete Below [10][15]	*Sill Plate Attachment* Sill Plate Size @ Foundation [11]	PLF Capacity
W6	15/32" one side	0.131x2-1/2 @ 6"O.C.	2X	Clip @ 24" O.C.	.148x 3-1/4" @ 6"O.C.	5/8" @ 48" O.C.	2X	
W4								
W3								
W2								
2W4 [2]								
2W3 [2]	15/32" two sides	0.131x2-1/2 @ 3"O.C.	3X	Clip @ 12" O.C. EACH SIDE	Clip @ 12" O.C. EACH SIDE [7],[8]	5/8" @ 16" O.C.	3X	
2W2 [2]								

Required Notes

[1] Install panels either horizontally or vertically

[2] Where sheathing is applied on both sides of wall, panel edge joints on 2x framing shall be staggered so that joints on the opposite sides are not located on the same studs.

[3] Blocking is required at all panel edges

[4] Provide shear wall sheathing and nailing for the entire length of the walls indicated on the plans. Ends of full height walls are designated by exterior of the building, corridors, windows, or doorways or as designated on plans. See plans for holdown requirements. (Alternate note: walls designated as perforated shearwalls require sheathing above and below all openings)

[5] Sheathing edge nailing is required at all holdown posts. Edge nailing may also be required to each stud used in built-up holdown posts. Refer to the holdown details for additional information.

[6] Intermediate framing to be with 2x minimum members. Field nailing 12" O.C.

[7] Based on 0.131 x 1-1/2" long nails used to attach framing clips directly to framing. Use 0.131 x 2-1/2" nails where installed over sheathing

[8] Framing clips: A35 or LTP5 or approved equivalent

[9] Where plate attachment specifies (2) rows of nails, provide double joist, rim or equal. Attach per details.

[10] (in Seismic Design Categories D, E & F) Anchor bolts shall be provided with steel plate washers 3/16"x2"x2". Embed anchor bolts 7" minimum into the concrete.

[11] Pressure treated material can cause excessive corrosion in the fasteners. Provide **hot-dipped** galvanized (electro-plating is not acceptable) **nails** and connector plates (framing angles, etc.) for all connectors in contact with pressure treated framing members.

Alternate Notes

[12] 7/16" APA rated sheathing (OSB) may be used in place of 15/32" sheathing provided that all studs are spaced at 16" O.C.

[13] Where wood sheathing (W) is applied over gypsum sheathing (G), contact the engineer of record for alternate nailing requirements.

[14] At adjoining panel edges, (2) 2x studs nailed together may be used in place of a single 3x stud. Double 2x studs may be connected together by nailing the studs together with 3" long nails of the same spacing and diameter as the plate nailing.

[15] Contact the engineer of record for adhesive or expansion bolt alternatives to cast-in-place anchor bolts. (special inspection may be required)

ABC Framers Council – Shear Wall Schedule Standard – Revision 9 – 6/4/2004