



COMMUNITY DEVELOPMENT DEPARTMENT

Code Administration Division

129 North Second Street, 2nd Floor Yakima, Washington 98901

Phone (509) 575-6126 • Fax (509) 576-6576 Email: codes@yakimawa.gov

**RESIDENTIAL
ALTERATION
- OR -
ADDITION
APPLICATION
PACKET**



COMMUNITY DEVELOPMENT DEPARTMENT

Code Administration Division

129 North Second Street, 2nd Floor Yakima, Washington 98901

Phone (509) 575-6126 • Fax (509) 576-6576 Email: codes@yakimawa.gov

Residential Plan Review Checklist

- 1) Completed Building, Plumbing and Mechanical Permit Applications forms (as applicable)**
- 2) Two Copies of Each:**
 - Site plan (as outlined in the City of Yakima Site Plan Checklist)**
 - Foundation Plan**
 - Floor construction layout plan w/associated engineering required, if using a manufactured floor system**
 - Floor plan (for each floor)**
 - Roof/Ceiling construction plan**
 - Roof Truss Layout and associated engineering (required, if using manufactured roof trusses)**
 - Typical Cross Section through structure from roof through foundation**
 - Stair and Rail Detail (tread depth and riser height)**
 - Completed Energy Forms**

Minimally, the applicable Building Plan Review Fee must be paid prior to our office commencing plan review of the construction drawings. For questions regarding construction plan submittal and/or building code question, please contact the Office of Code Administration, 509-575-6126 or codes@yakimawa.gov.

For questions relating to site development and/or zoning requirements, please contact City Planning at 509-575-6183 or ask.planning@yakimawa.gov.



Building Permit Application

Building Permit# _____

Site Address: _____ Parcel #: _____ Zoning Dist. _____

Primary Contact Name: _____ Phone#: _____ Email _____

Construction Type(s): _____ IBC/IRC Occupancy Classification _____ Estimated Cost of Construction: _____
(If cost of labor is not included, cost of materials will be doubled)

Change of building occupancy classification? Yes No
 Will 1 acre or more be cleared or graded? Yes No
 Is this property within the flood area? Yes No
 New land use designation or change of land use designation proposed? Yes No
 Will this project create an Accessory Dwelling Unit per YMC 15.09.045? Yes No

Description of Work (if lengthy, please attach on a separate document)

Building Information

Single-Family NEW Single-Family ALTERATION Single-Family ADDITION Multifamily NEW Multifamily ALTERATION Multifamily ADDITION
 Commercial NEW Commercial ADDITION New Commercial Tenant Renovation for Existing Commercial Tenant

Square Footages of NEW Construction

1st Floor _____ 2nd Floor _____ 3rd Floor _____ Basement _____ Attic, stairway-access _____
 Garage _____ Carport _____ Covered Porch _____ Covered Patio _____ Attic, ladder-access _____
 # of stories _____ # of bathrooms _____ # of bedrooms _____ # of units (residential) _____ # of tenants (commercial) _____

Fire Sprinkler?: Yes No City Water?: Existing New City Sewer?: Existing New
 Fire Alarm?: Yes No Well?: Existing New Septic System?: Existing New

Contact Information

Applicant Name: _____ Applicant Address: _____

Phone #: _____ Email: _____ Alt. Phone: _____

Contractor Name: _____ Contractor Address: _____

Phone #: _____ Email: _____ Contractor License #: _____

Registered Design Pro. Name: _____ Design Pro Address: _____

Phone #: _____ Email: _____ License #: _____

***If required by the International Building Code, will you be the design professional in responsible charge of this project? Yes No

Property Owner Name: _____ Owner Address: _____

Phone #: _____ Email: _____ Alt. Phone: _____

Lending Info Provided? N/A Not Provided To be provided at a later date

Lending Institution: _____ Phone #: _____ Address: _____

Declaration

I hereby certify that **(please select one)**:

- I am a **CONTRACTOR** or **SPECIALTY CONTRACTOR** currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.
- I am an **AUTHORIZED AGENT** of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.
- I am **EXEMPT** from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit. I understand that this application will expire within 180 days after the date of filing unless such application has been pursued in good faith or a permit has been issued. An extension may be applied for prior to expiration. An extension fee will apply.

Signature _____

Print Name _____

Date _____



COMMUNITY DEVELOPMENT DEPARTMENT

Code Administration Division

129 North Second Street, 2nd Floor Yakima, Washington 98901

Phone (509) 575-6126 • Fax (509) 576-6576 Email: codes@yakimawa.gov

PLUMBING PERMIT APPLICATION Permit# _____

Permit Fee: Base Fee (\$50) + Price Per Fixture (\$22) + Plan Review, if necessary (\$60).

Job Address: _____ **Parcel Number:** _____

Project Description: _____

Property Owner

Name: _____

Address: _____

City/State/Zip: _____

Email: _____

Phone: _____

Alt. Phone: _____

Contractor

Business Name: _____

Address: _____

City/State/Zip: _____

Email: _____

State Cont. Lic. #: _____ **exp.** _____

Phone: _____

ITEM	EXISTING QUANTITY	NEW QUANTITY
Atmospheric Breaker		
Backflow Device (RPBA or DCVA) <2"		
Backflow Device (RPBA or DCVA) >2"		
Bar Sink		
Bath tub		
Clothes Washer		
Dishwasher		
Drinking Fountain		
Floor Drain		
Hose Bib		
Kitchen Sink		
Kitchen Sink 3 Compartment		
Laundry Tray		
Lavatory (Basin)		
Miscellaneous:		

ITEM	EXISTING QUANTITY	NEW QUANTITY
Mop Sink		
Pretreatment Interceptor (Grease/Oil)		
Repair/Alt. Drain/Vent Piping		
Roof Drain		
Sewage Pump		
Sewer Repair/Replacement		
Shower		
Sink		
Supplemental Permits		
Urinal		
Water Closet – Tank Type		
Water Closet – Flushometer Type		
Water Heater		
Water Piping/Service		
Sampling Port		

Declaration

I hereby certify that (please select one):

- I am a **CONTRACTOR** or **SPECIALTY CONTRACTOR** currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.
- I am an **AUTHORIZED AGENT** of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.
- I am **EXEMPT** from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit.

Signature

Print Name

Date



COMMUNITY DEVELOPMENT DEPARTMENT

Code Administration Division

129 North Second Street, 2nd Floor Yakima, Washington 98901

Phone (509) 575-6126 • Fax (509) 576-6576 Email: codes@yakimawa.gov

MECHANICAL PERMIT APPLICATION

Permit# _____

Job Address: _____ Parcel Number: _____

Project Description: _____

Estimated cost of the work to be performed (materials and labor): \$ _____

(If cost of labor is not included, cost of materials will be doubled)

Property Owner

Contractor

Name: _____

Business Name: _____

Address: _____

Address: _____

City/State/Zip: _____

City/State/Zip: _____

E-mail: _____

E-mail: _____

Phone: _____

State Cont. Lic. #: _____ exp. _____

Alt. Phone: _____

Phone: _____

Mechanical Appliances

ITEM	QTY.
A/C Unit	
Air Handler – CFM: _____	
Commercial Incinerator	
Domestic Incinerator	
Dryer Vent	
Electric, Baseboard, or Suspended Heaters	
Evaporative Cooler	
Furnace/Heater – BTUs: _____	
Gas Boiler – BTUs: _____	
Gas Fireplace/Log/Heat Stove	
Gas Grill	
Gas Piping outlets	
Gas Range	

ITEM	QTY.
Haz Piping outlets	
Heat Pump	
Kitchen Exhaust Fan	
LP Tank/Residential <125 gal	
Miscellaneous: _____	
Non Haz Piping outlets	
Pellet Stove	
Repair/Alt./Addn. to a listed appliance: _____	
Type I/II Commercial Hood	
Vent Fan (laundry, bath)	
Vent Systems	
Wood Stove	

Declaration

I hereby certify that (please select one):

- I am a **CONTRACTOR** or SPECIALTY CONTRACTOR currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.
- I am an **AUTHORIZED AGENT** of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.
- I am **EXEMPT** from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit.

Signature

Print Name

Date



CITY OF YAKIMA SITE PLAN CHECKLIST

For Land Use Review & Building Permits



Site plans required for land use review and building permits shall include the items listed below.

Sections from the Yakima Municipal Code are referenced by some items to help guide applicants. This is not a comprehensive list. View the full Yakima Municipal Code here: <https://www.codepublishing.com/WA/Yakima/>

- Property address, parcel number, and zoning designation;
- Legal description of the land;
- North arrow and scale of drawing;
- Name of applicant, phone number, signature of property owner and project name;
- Actual dimensions and shape of the lot to be built upon;
- Sizes and location of existing structures on the lot to the nearest foot;
- Location and dimensions of proposed structures and uses;
- All structure setbacks ([YMC § 15.05.030](#));
- Lot coverage calculations ([YMC § 15.05.020\(C\)](#));
- Clearview triangle ([YMC § 15.05.040](#));
- Size and location of proposed and existing utility easements and other easements;
- Location and size of required site drainage facilities including on-site retention;
- Adjacent Right-of-Way dedication and frontage improvements;
- Distance(s) of structures to property line and to the centerline of the Right-of-Way ([YMC §15.05.030](#), Table 5-1);
- Location of ingress and egress, including curb cuts intersecting with streets and dimensions of proposed or existing driveways ([YMC § 15.06.065](#));
- Location and size of parking stalls with accessible parking spaces and aisles identified ([YMC Ch. 15.06](#));
- Location of electric vehicle (EV) infrastructure;
- Parking circulation plan with proposed landscaping and sitedcreening ([YMC Ch. 15.06](#));
- Location and size of new or existing loading spaces ([YMC § 15.06.130](#));
- Proposed and existing signage ([YMC Ch. 15.08](#)); and
- Proposed or existing mailbox location.

A site plan for development in the floodplain overlay shall also include the following information:

- Size and location of floodplain and floodway on the lot;
- Elevation in relation to the one-hundred-year flood level of the lowest floor (including basement) of all structures;
- Elevation in relation to mean sea level of any structure that has been floodproofed;
- Certification by a registered professional engineer or architect that established floodproofing standards have been met;
- Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development; and
- Any other site plan requirements identified in [YMC Ch. 15.27](#) Part Four.

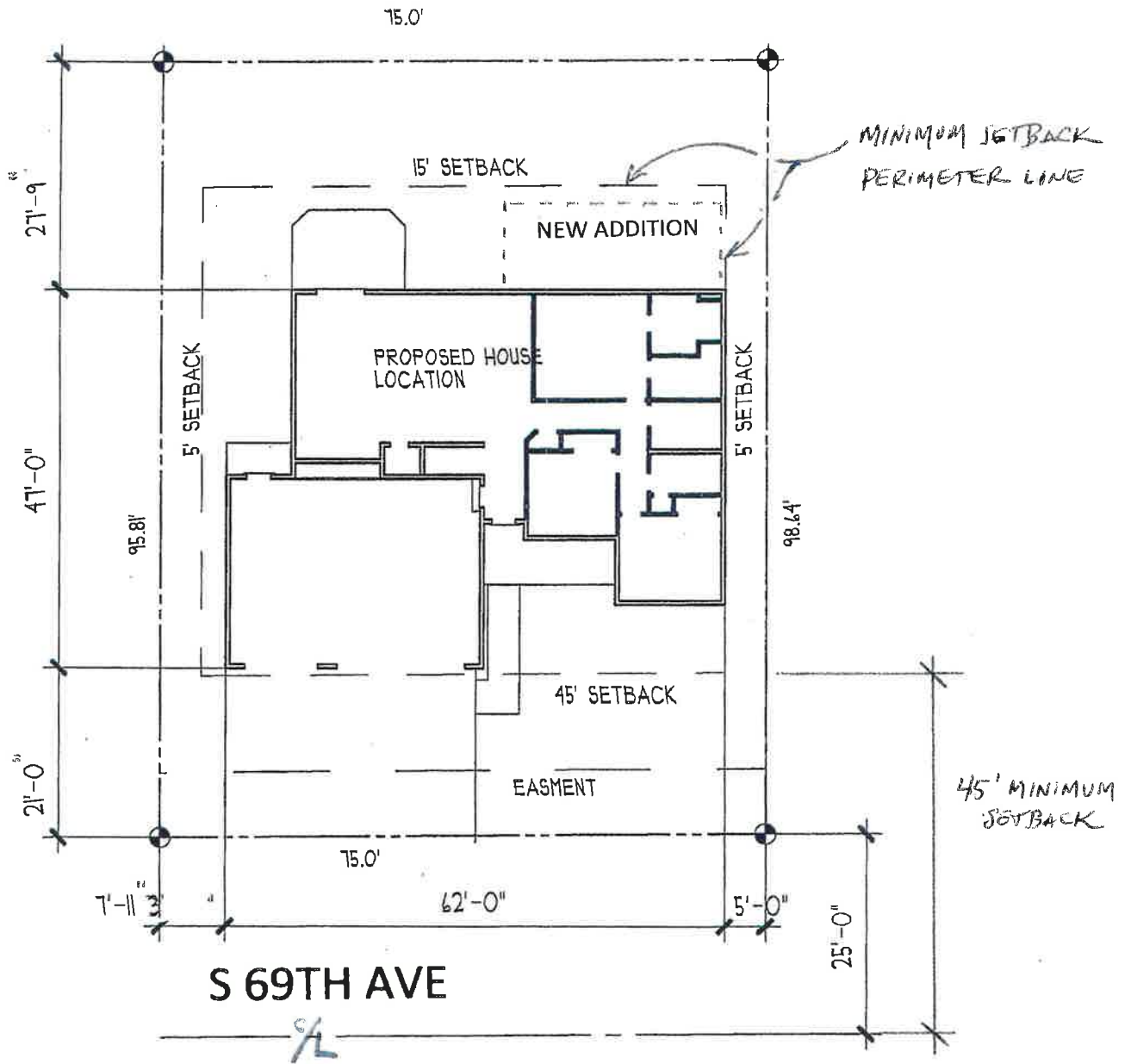
Additional information may be requested. Projects requiring work in the public right-of-way or involving city water main lines or sewer main lines will be required to submit civil plans to the Engineering Division for review.



REQUIRED ATTACHMENT:
SITE PLAN

Note: Producing the site plan from this template is preferred, however, the template can be substituted for your own medium. (computer aided is acceptable.)

**SAMPLE SITE PLAN
RESIDENTIAL ADDITION**



SAMPLE USE ONLY

LOT COVERAGE CALCULATION

a) Footprint(s) of Existing Structure(s)	1860	SQ FT
b) Building Addition/New Structure(s) Footprint(s)	240	SQ FT
c) Paved Area(s) (Driveways, Walkways, patios, etc.) Total	700	SQ FT
d) Proposed Paved Area(s)		SQ FT
e) Total Impervious Surface (a+b+c+d = e)	2800	SQ FT
f) Lot Size	7425	SQ FT
g) Lot Coverage (e/f x 100 = g)	36	%

PARKING CALCULATION (Reference Table 6-1 of the Urban Area Zoning Ordinance)

a) 3 space(s) required
b) 3 space(s) provided

LOT INFORMATION

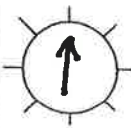
Parcel #(s) 191618-11447
Site Address 111 W Secret St.
Zoning R-1
Legal Description (brief) NE Lot 1 section Bonnie Blue Addn.

MAP SCALE (Please use the given scale, however, in some circumstances a different scale may work better.)
CHECK ONE

- Preferred Scale: 1 inch on the map = 20 feet on the ground
 Custom Scale: 1 inch = 20'
* Template tie marks are 1 inch apart

Produced by (print) John Doe
Date: 9-1-16

**NORTH
ARROW**



(Indicate North)

BACKGROUND INFORMATION

Applicant Name John Doe
Site Address 111 W Secret St.
Mailing Address PO Box 000 Yakima WA 98901
Contact Person John Doe Contact Phone: 509 901-XXXX
Applicant Signature John Doe

Design Criteria

Current Codes*:

- 2021 Washington State Building Code
- 2021 Washington State Residential Code
- 2021 Washington State Existing Building Code
- 2021 Washington State Fire Code
- 2021 Washington State Mechanical Code
- 2021 Washington State Fuel Gas Code
- 2021 Uniform Plumbing Code
- 2021 Washington State Commercial Energy Code
- 2021 Washington State Residential Energy Code
- 2021 Washington State Pool and Spa Code
- Accessible & Usable Buildings & Facilities ICC A117.1-2017

**In addition, see the Yakima Municipal Code for any amendments to the codes listed above*

Wind Speed=

Residential=110 mph (or, 85 mph for ASD)

Commercial=Reference ASCE 7-16 and IBC Chapter 16, usually 110 mph for category II

Earthquake Zone =

Residential (IRC Structures) = C

Commercial = D

Exception: If your plan is for a building or buildings in risk categories I, II, or III (2018 IBC Table 1604.5) *and* is of light frame construction per IBC chapter 23, the design may be according to Earthquake Zone C.

Frost Depth = 24” below grade

Ground Snow Load = 19 psf

Roof Snow Load = 20 psf for elevations 1,166 ft or under; 25 psf for elevations above 1,166 ft

Weathering = Severe

Termite Damage = Slight to Moderate

Winter Design Temperature = 11 deg.

Ice Barrier Underlayment Required = Yes

Flood Hazards = View current Flood Insurance Rate Map: <https://msc.fema.gov/portal/home>

Air Freezing Index = 1011

Mean Annual Temperature = 49.7 deg.

Electrical permits are applied for/issued by Washington State Labor & Industries: 509-454-3760.



COMMUNITY DEVELOPMENT DEPARTMENT

Code Administration Division

129 North Second Street, 2nd Floor Yakima, Washington 98901

(509) 575-6126 • Fax (509) 576-6576

codes@yakimawa.gov • www.buildingyakima.com

**ALLOWABLE CLEAR SPAN FOR
CONSTRUCTION GRADE LUMBER**

Member	Spacing	2x4	2x6	2x8	2x10	2x12
Floor joists without ceiling below	12"	N/A	10' 9"	14' 2"	17' 9"	20' 7"
	16"	N/A	9' 9"	12' 7"	15' 5"	17' 10"
	19.2"	N/A	9' 1"	11' 6"	14' 1"	16' 3"
	24"	N/A	8' 1"	10' 3"	12' 7"	14' 7"

Member	Spacing	2x4	2x6	2x8	2x10	2x12
Floor joists with ceiling below	12"	N/A	10' 6"	13' 3"	16' 3"	18' 10"
	16"	N/A	9' 1"	11' 6"	14' 1"	16' 6"
	19.2"	N/A	8' 3"	10' 6"	12' 10"	14' 10"
	24"	N/A	7' 5"	9' 5"	11' 6"	13' 4"

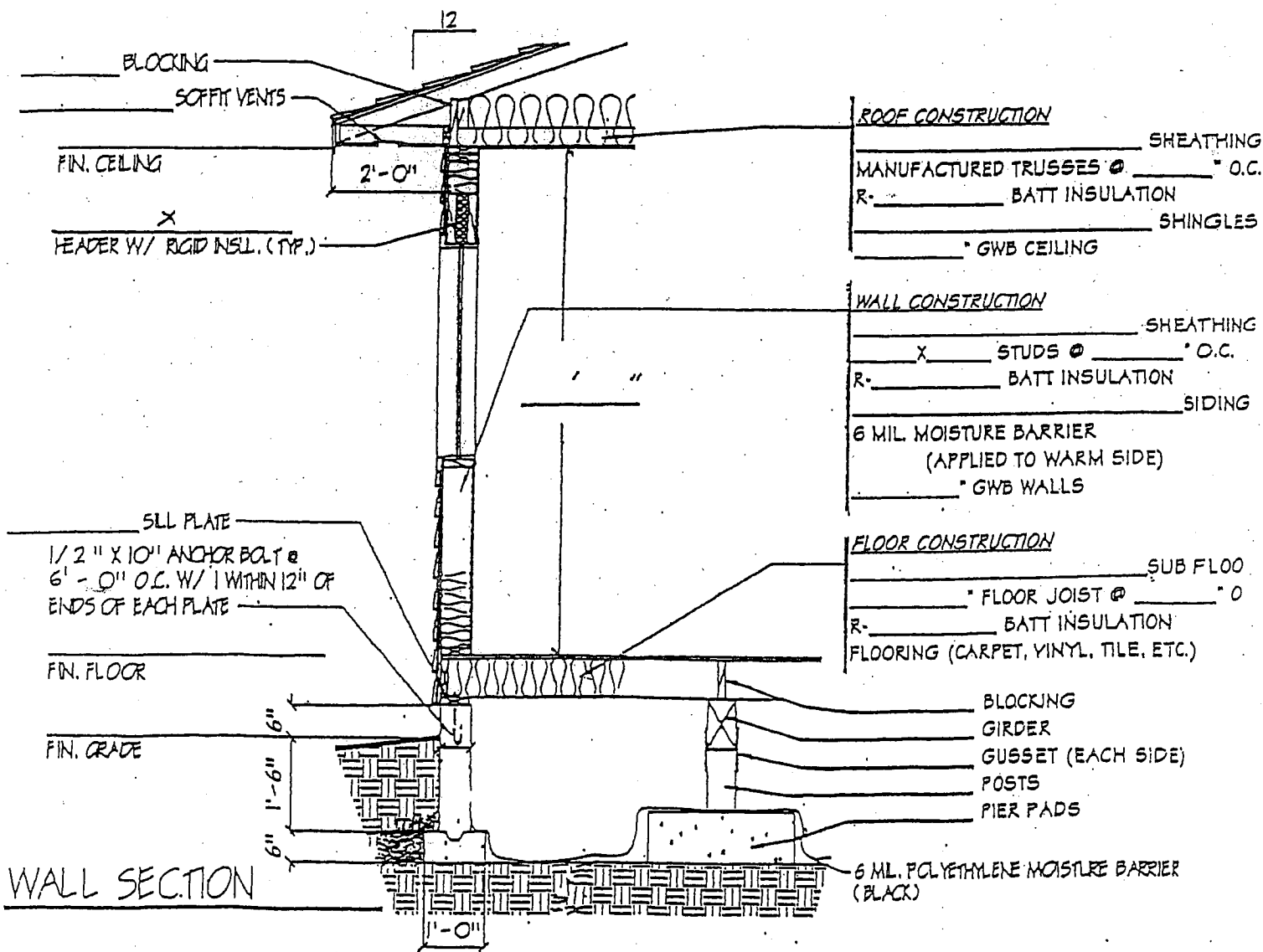
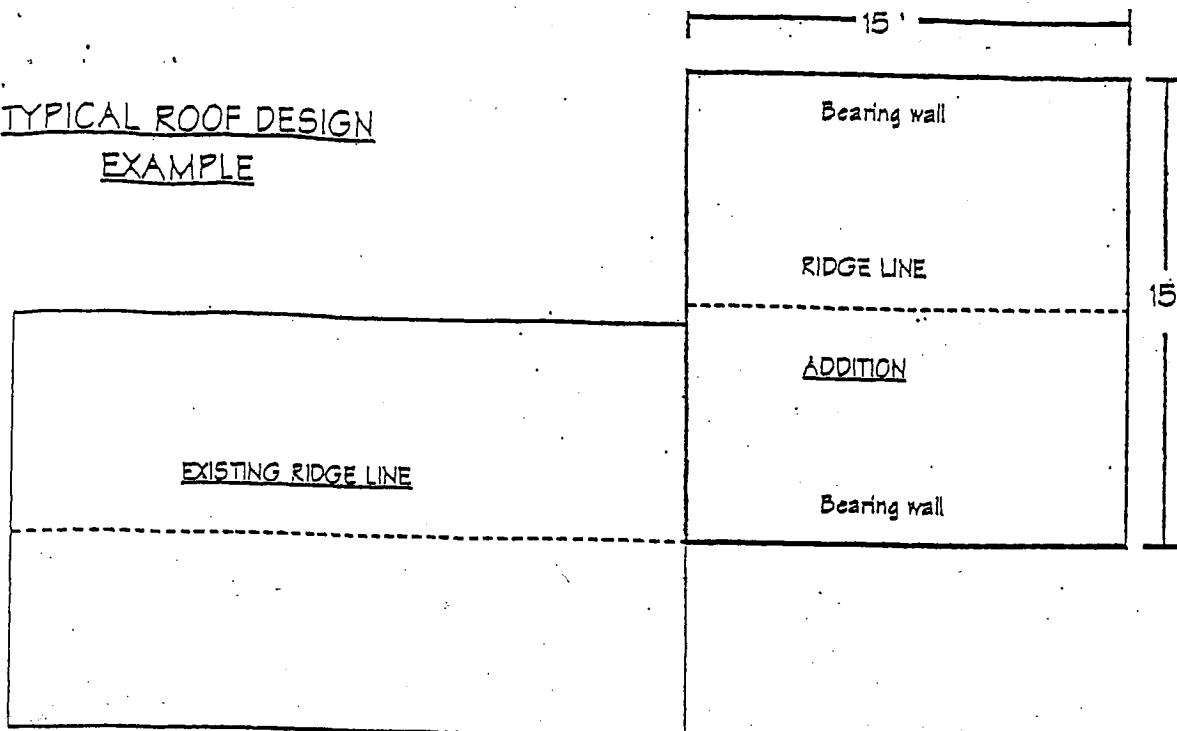
Member	Spacing	2x4	2x6	2x8	2x10	2x12
Ceiling joists with plaster or sheetrock, with no storage	12"	12' 5"	19' 6"	25' 8"	26+	N/A
	16"	11' 3"	17' 8"	23'	26+	N/A
	19.2"	10' 7"	16' 7"	21'	25' 8"	N/A
	24"	9' 10"	14' 10"	18' 9"	22' 11"	N/A

Member	Spacing	2x4	2x6	2x8	2x10	2x12
Roof rafters without finished ceiling	12"	7' 1"	10' 5"	13' 2"	16' 1"	18' 8"
	16"	6' 2"	9'	11'	13' 11"	16' 2"
	19.2"	5' 7"	8' 3"	10' 5"	12' 9"	14' 9"
	24"	5' 0"	7' 4"	9' 4"	11' 5"	13' 2"

Member	Spacing	2x4	2x6	2x8	2x10	2x12
Roof rafters with drywall ceiling	12"	7' 1"	10' 5"	13' 2"	16' 1"	18' 8"
	16"	6' 2"	9'	11' 5"	13' 11"	16' 2"
	19.2"	5' 7"	8' 3"	10' 5"	12' 9"	14' 9"
	24"	5'	7' 4"	9' 4"	11' 5"	13' 2"

The above dimensions are figured using #2 and better Douglas Fir only. If any other type or grade lumber is used, contact the Office of Code Administration at 509-575-6126 for the allowable span.

TYPICAL ROOF DESIGN
EXAMPLE



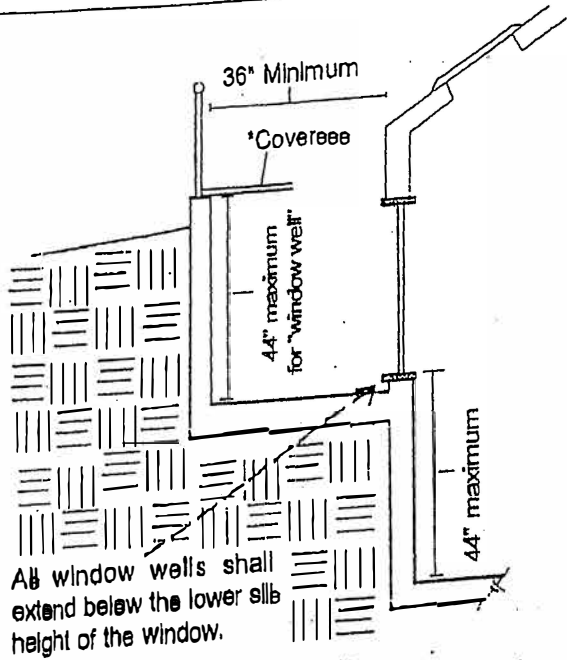
- ROOF CONSTRUCTION**
- _____ SHEATHING
 - MANUFACTURED TRUSSES @ _____" O.C.
 - R- _____ BATT INSULATION
 - _____ SHINGLES
 - _____ " GWB CEILING

- WALL CONSTRUCTION**
- _____ SHEATHING
 - X _____ STUDS @ _____" O.C.
 - R- _____ BATT INSULATION
 - _____ SIDING
 - 6 MIL. MOISTURE BARRIER
(APPLIED TO WARM SIDE)
 - _____ " GWB WALLS

- FLOOR CONSTRUCTION**
- _____ SUB FLOOR
 - _____ " FLOOR JOIST @ _____" O
 - R- _____ BATT INSULATION
 - FLOORING (CARPET, VINYL, TILE, ETC.)

WALL SECTION

NOTE: HOPPER STYLE
WINDOWS WILL
NOT BE APPROVED.



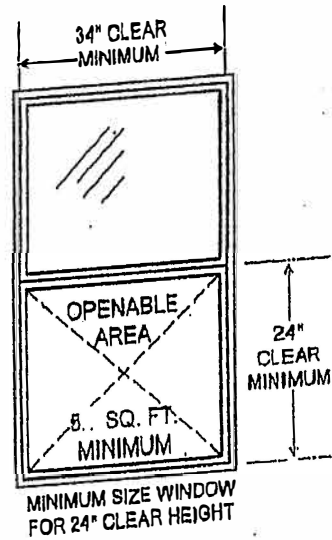
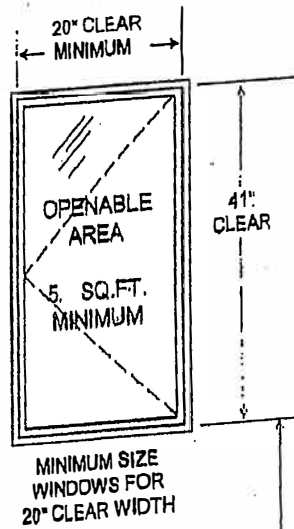
44" max. for "window well" *

* If this dimension exceeds 44"...

1. An areaway with stairs at one endee must be provided for emergency egress.

2. Areaway must have a guardrail.

*COVER: Bars, grilles, grates, etc. may be installed, provided the devices are equipped with approved release mechanisms, which are operable from the inside without the use of a key or special knowledge or effort and the building is equipped with smoke detectors per IRC



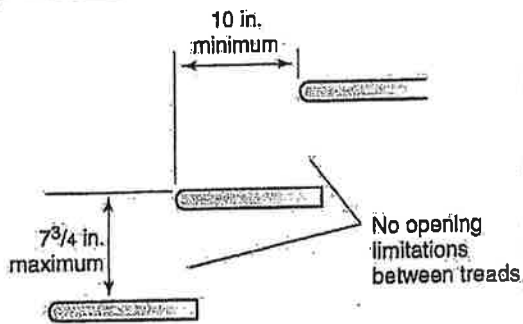
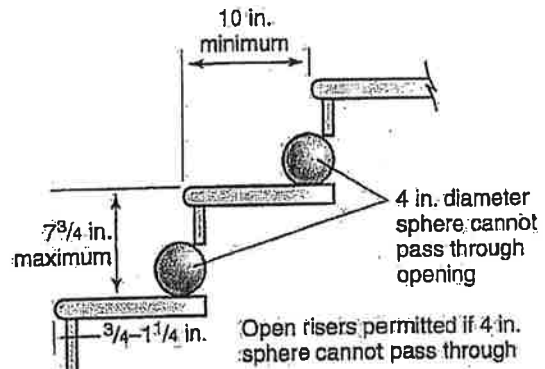
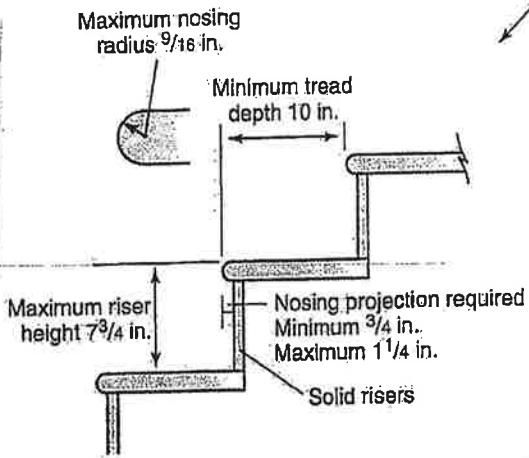
SLEEPING ROOM EGRESS

(Ref: IRC 310.1.1, IBC 1025.2)

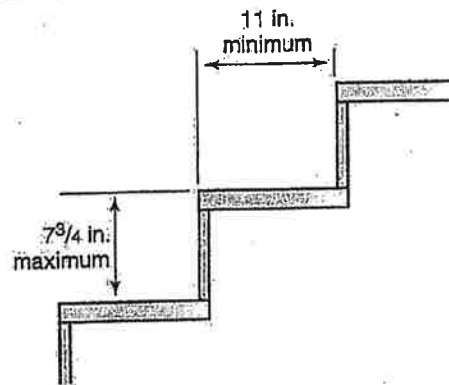
ILLUSTRATIVE INTERPRETATION
BELOW GRADE BEDROOM
EGRESS WINDOW

Residential Stair Illustrations

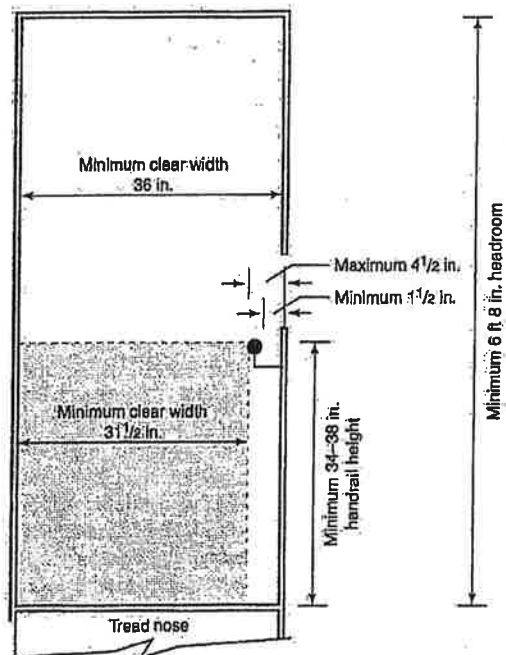
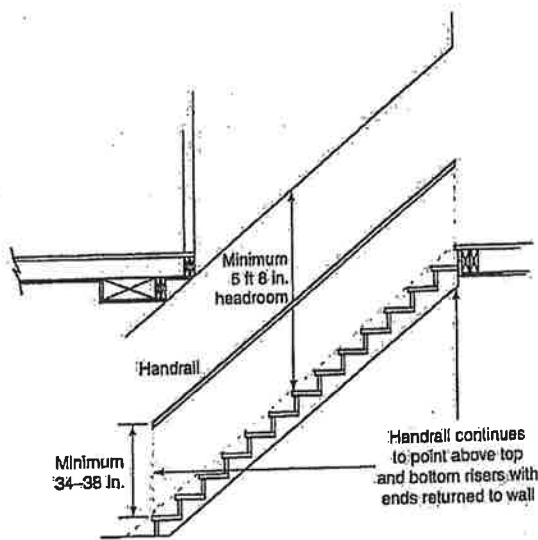
Stairways with a total rise > 30 in.



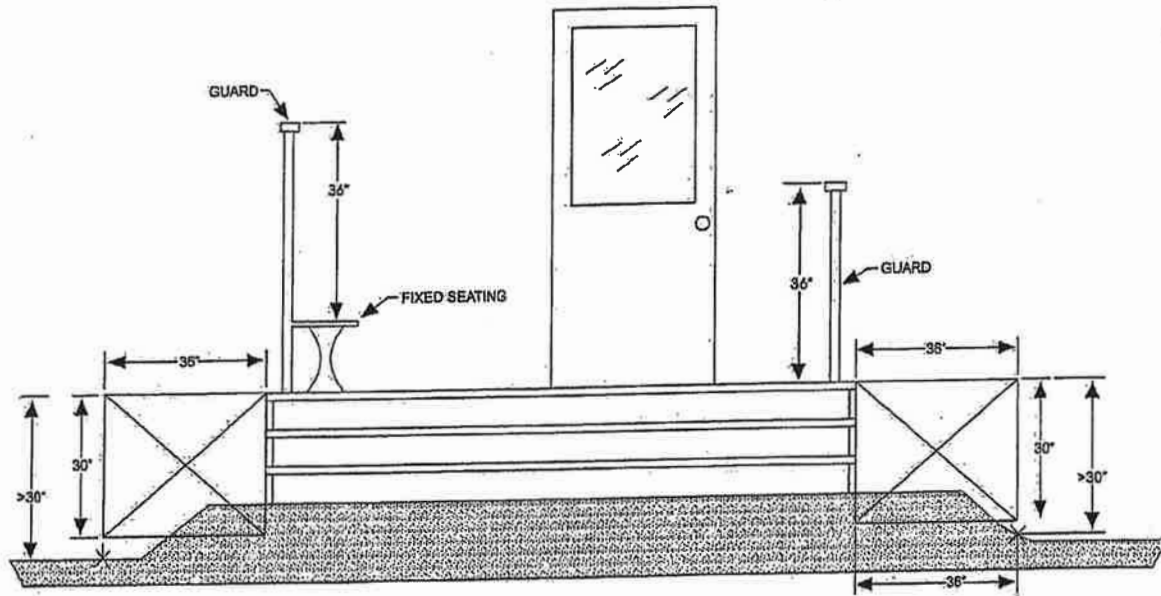
Stairs with total rise of 30 in. or less



Nosing projection not required



Residential Guards



For SI: 1 inch = 25.4 mm.

Figure R312.1
DROP OFF AND GUARD HEIGHT REQUIREMENTS

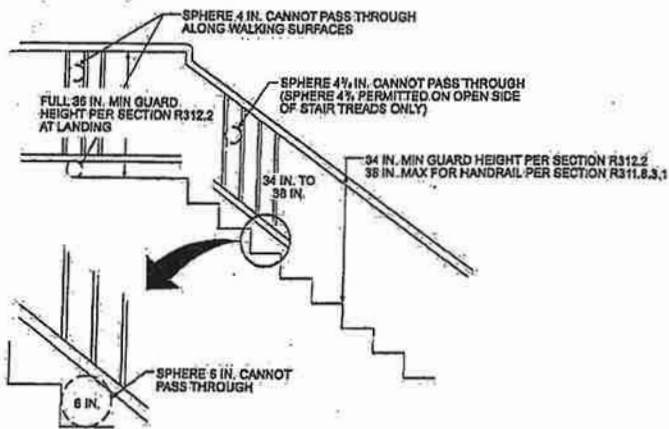


Figure R312.3
GUARD REQUIREMENTS

General Requirements:

- Guards are required along open-sided walking surfaces located more than 30 inches above the floor or grade below, measured at any point within 36 inches horizontally to the edge of the open side
- Guards shall be not less than 36 inches high, unless also serving as a handrail on the open sides of stairs

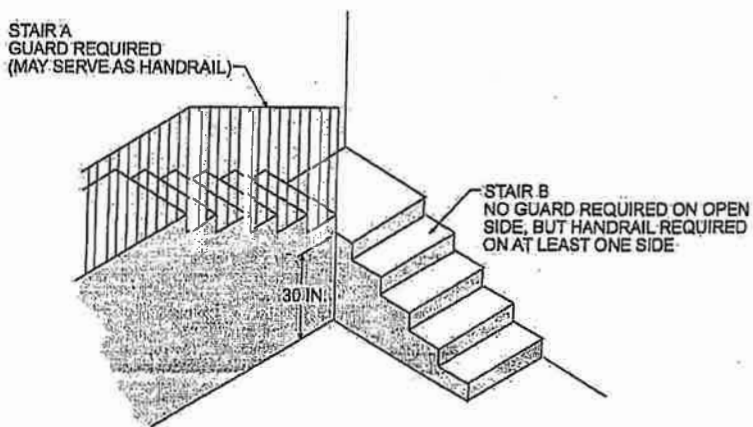
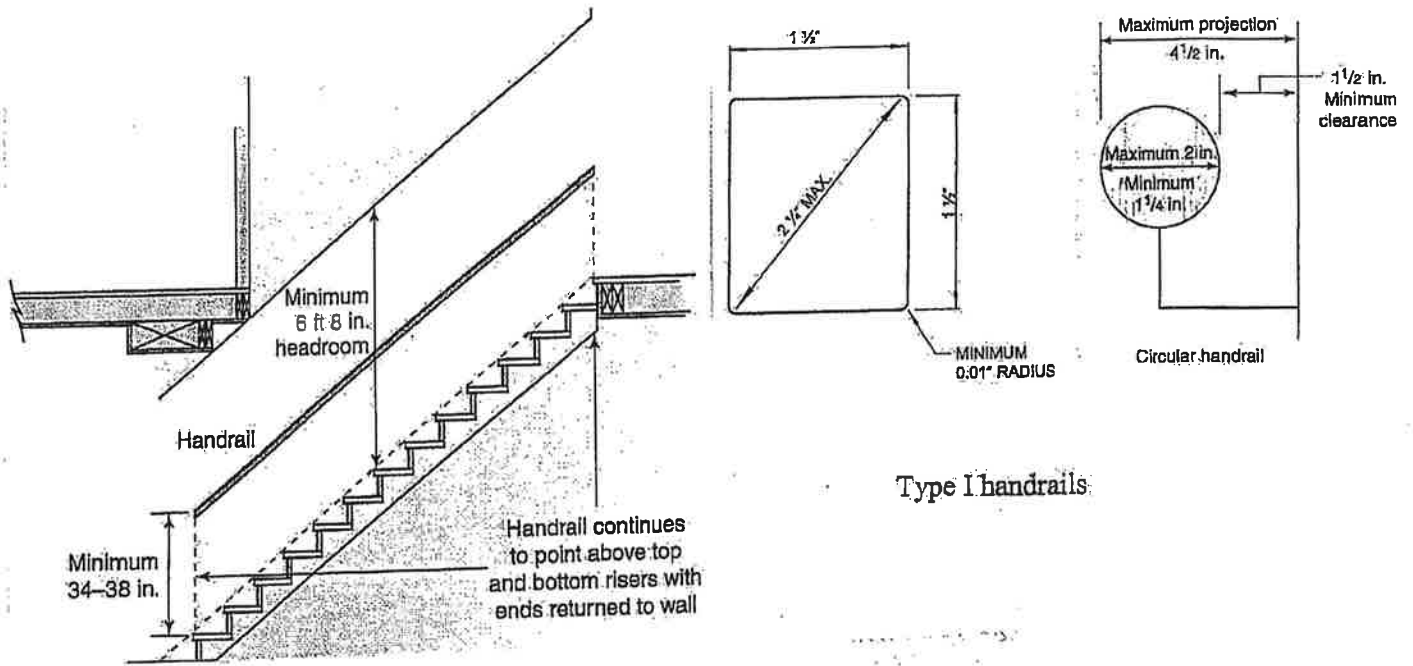


Figure R312.2(1)
STAIRWAY GUARD

2015 IRC

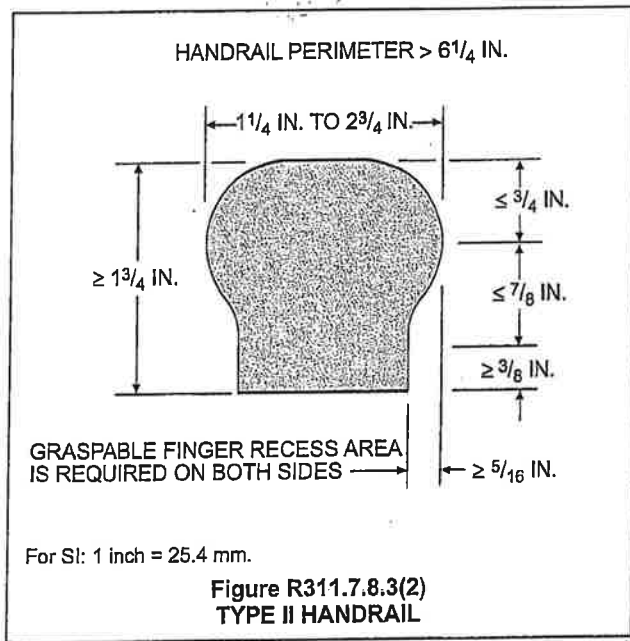
Residential Handrails



Type I handrails

General Residential Requirements:

- Handrails required on at least one side of each continuous run of treads or flight with 4 or more risers.
- Handrail height between 34" and 38" measured vertically above tread nosing.
- Handrails must be continuous from directly above the top riser to directly above the lowest riser.
- Handrails shall terminate in newel posts or safety terminals.



Type II handrails