



COMMERCIAL BUILDING DESIGN REQUIREMENTS

Community and Economic Development

City of Arlington • 18204 59th Ave NE • Arlington, WA 98223 • Phone (360) 403-3551

THIS BROCHURE IS INTENDED TO PROVIDE DETAILED INFORMATION REGARDING PLAN PREPARATION FOR COMMERCIAL BUILDINGS.

1. Check each box to designate that the information has been provided.
2. Please submit this checklist as part of your submittal documents.

A. THE CITY OF ARLINGTON CURRENTLY ENFORCES THE FOLLOWING:

A1. International Codes

1. 2021 International Building Code (IBC)
2. 2021 International Residential Code (IRC)
3. 2021 International Mechanical Code (IMC)
4. 2021 International Fuel Gas Code (IFGC)
5. 2021 International Fire Code (IFC)
6. 2021 Uniform Plumbing Code (UPC)
7. 2021 International Property Maintenance Code (IPMC)
8. 2021 International Existing Property Code (IEBC)
9. 2021 Washington State Energy Code (WSEC)
10. 2017 Accessible & Usable Buildings and Facilities (ICC/A117.1)

A2. Washington State Amendments

1. WAC 51-50 Washington State Building Code
2. WAC 51-51 Washington State Residential Code
3. WAC 51-52 Washington State Mechanical Code
4. WAC 51-54 Washington State Fire Code
5. WAC 51-56 & 51-57 Washington State Plumbing Code and Standards
6. WAC 51-11 Washington State Energy Code
7. WAC 296-46B Electrical Safety Standards, Administration, and Installation

B. STRUCTURAL REQUIREMENTS

Design Wind Speed:	Exposure C - Ultimate Design – 85-110 miles per hour
Roof Snow Load:	25 pounds per square foot
Dead Snow Load:	10 pounds per square foot
Seismic Zone:	D1 - Seismic category: D, E, or F, subject to soil, location, risk category and building characteristics
Climate Zone:	4-C
Rainfall:	2 inches per hour for roof drainage design.
Frost Line Depth:	18 inches minimum
Soil Bearing Capacity:	1,500 psf. unless a Geo-Technical Report is provided. (IBC Table 1803 & IRC R401)

C. PLAN DIMENSIONS AND DETAIL

1. Minimum plan size is 18" x 24" and maximum plan size is 30" x 42".
2. Plans shall be on standard drafting paper.
3. All Plan Sheets shall be the same size and sequentially labeled.
4. Plans are required to be legible with scaled dimensions, indelible ink, blue line, or other professional media.
5. Plans will not be accepted that are marked preliminary or not for construction, that have red lines, cut and paste details or those that have been altered after the design professional has signed the plans.

D. SITE PLAN – REQUIRED WITH ALL SUBMITTALS

**May be included as part of the Architectural Drawing Cover Sheet*

1. Drawing shall be prepared at scale, not to exceed 1" = 20 feet.
2. Show building outline and all exterior improvements.

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3. Provide property legal description and show property lines.
4. Provide dimensions from the property lines to a minimum of two building corners or two identifiable locations for irregular plan shapes.
5. Show building setbacks, easements, and street access locations.
6. Indicate North direction.
7. Indicate finish floor elevation for the first level.
8. Provide topographical map of the existing grades and the proposed finished grades with maximum five (5) feet elevation contour lines.
9. Show the location of all existing underground utilities, including water, sewer, gas and electrical.
10. Show existing structures to remain on site.
11. Flood hazard areas, floodways, and design flood elevations as applicable.

E. ARCHITECTURAL DRAWINGS

1. All construction, erection, enlargement, alteration, or repairs of or to a building of any occupancy more than four thousand square feet, requires an Architect or Engineers stamp in accordance with RCW 18.08 and/or WAC 308-12.
2. The combined square footage of simultaneous projects in a building greater than four thousand square feet, shall not exceed four thousand square feet or requires an Architect or Engineers stamp in accordance with RCW 18.08 and/or WAC 308-12.

E1. Cover Sheet

1. Building Information
 - a. Specify model code information
 - b. Construction Type
 - c. Number of stories and total height in feet
 - d. Building square footage (per floor and total)
 - e. IBC Occupancy Type (show all types by floor and total)
 - f. Mixed-Use ratio of commercial versus residential dwelling units, (if applicable)
 - g. Occupant load calculation (show by occupancy type and total)
 - h. List work to be performed under this permit
2. Design Team Information
 - a. Design Professional in Responsible Charge
 - b. Architects
 - c. Structural Engineers
 - d. Owner
 - e. Developer
 - f. Any other Design Team Members

E2. Floor Plan

1. Plan view 1/8-inch minimum scale. Details a minimum 1/4-inch scale.
2. Plans must show the entire building and/or tenant space.
3. Specify the occupancy type of each room/area.
4. Provide an occupant load calculation on the floor plan. (on every floor, in all rooms and spaces)
5. Show **ALL** exits on the plans; include new, existing or eliminated.
6. Show Barrier-Free information on the drawings.
7. Show the location of all permanent rooms, walls and shafts.
8. Note the uses in the adjacent tenant spaces, if applicable.
9. Provide a door and door hardware schedule.
10. Show the location of all new walls, doors, windows, etc.
11. Provide details and assembly numbers for any fire resistive assemblies.
12. Indicate on the plans all rated walls, doors, windows and penetrations.
13. Provide a legend that distinguishes existing walls, walls to be removed and new walls.

E3. Reflected Ceiling Plan

1. Plan view 1/8-inch minimum scale. Details a minimum 1/4-inch scale.
2. Provide ceiling construction details.
3. Provide suspended ceiling details complying with IBC 808. Show seismic bracing details.
4. Show the location of all emergency lighting and exit signage.

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5. Detail the seismic bracing of the fixtures.
6. Include a lighting fixture schedule.

E4. **Framing Plan**

1. Specify the size, spacing, span and wood species or metal gage for all stud walls.
2. Indicate all wall, beam and floor connections.
3. Detail the seismic bracing for all walls.
4. Include a stair section showing rise, run, landings, headroom, handrail and guardrail dimensions.

E5. **Storage Racks**

1. Structural calculations are required for seismic bracing of storage racks eight feet or greater in height.
2. Eight feet or less, show a positive connection to floor or walls.
3. High pile storage shall meet the requirements of current International Building and Fire Codes.
4. Special Inspection and Testing Agreement required.

F. **WASHINGTON STATE ENERGY CODE**

1. Required by WAC 51-11.
2. Complete Non-Residential Energy Code Envelope Summary Form (NREC).

G. **OCCUPANT'S STATEMENT OF INTENDED USE**

1. If the building occupancy contains Hazardous Material, submit a narrative describing how the materials are used.
2. May require the submittal of a Hazardous Material Inventory Statement (HMIS).

H. **SPECIAL INSPECTION – See SPECIAL INSPECTION AND TESTING AGREEMENT**

I. **FOOD HANDLING**

I1. **Snohomish Health District**

- a. Any work that involves food handling or preparation it will require Snohomish Health District approval before the permit can be issued.
- b. You must provide the Permit Center a copy of the approval letter or the approved plans.
- c. Contact the Snohomish County Health District at (425) 339-5250 with any questions or for more information.

J. **SEPARATE PERMIT SUBMITTALS**

1. Installation, modification, or removal of the following requires a separate permit submittal.
 - a.. Automatic fire extinguishing systems
 - b. Fire pumps
 - c. Standpipe systems
 - d. Private fire hydrants
 - e. Fire alarm and detection systems
 - f. High piled/rack storage
 - g. Compressed gas systems
 - h. Flammable and combustible liquids (tanks, piping etc.)
 - i. Hazardous materials
 - j. Industrial ovens/furnace
 - k. Spraying or dipping operations
 - l. Temporary membrane structure, tents (>200 sq. ft.) or canopies (>400 sq. ft.)