



COMMERCIAL PLUMBING SUBMITTAL CHECKLIST

The checklist below identifies elements and information necessary for a successful application submittal for a commercial mechanical permit.

If you think an item is not applicable to your project, this should be brought to staffs' attention in advance of the submittal. Submittals without all items on this checklist – other than pre-approved exceptions – cannot be accepted at the counter for further processing and will be returned to the applicant. Submittals must be made in person.

The information on this checklist is not meant to be all inclusive and additional materials may be required as review proceeds.

A completed copy of this checklist must be submitted with your application and include documentation of the reason any item on the checklist is not provided.

General

- Completed building permit application
- Completed copy of this checklist
- Copy of current Washington State Contractors' registration when a contractor will be performing the work
- NREC mechanical summary sheets
- Manufacturer's equipment installation instructions and specifications
- Plumbing plans — 3 copies

- CD or flash drive with electronic copies of all materials
- Permit fees

Plumbing Plans

- ⇒ North arrow
- ⇒ Scaled drawings, minimum scale of 1"=20'
- ⇒ Name of civil engineer, signature and date
- ⇒ Pipe size and fixture units
- ⇒ Location and type of proposed fixtures
- ⇒ Floor plans showing all proposed plumbing work
- ⇒ Plumbing equipment layout over floor plan
- ⇒ Plumbing isometric drawings showing riser diagrams that include all plumbing dimensions for supply lines and drains
- ⇒ Legend and fixture specification sheets
- ⇒ Name and anticipated usage of each room
- ⇒ Medical gas piping: plot plan of the site indicating the location of existing or new cylinder storage areas, property lines, driveways, and existing or proposed new buildings. Show piping layout of the proposed piping system or alteration, including alarms, valves, origin of gases, and user outlets/inlets. The demand and loading of any piping, existing or future, shall also be indicated. Indicate all alarms and backup power supply for the alarms. Include complete specifications of materials.
- ⇒ Third-party testing lab information form

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- ⇒ Underslab footing drains: Detail of drains/cleanouts and design in accordance with the geotechnical engineer
- ⇒ Pipe size and square footage of roof area for roof drains/overflows. Include details and calculations.
- ⇒ Misc details showing construction of interceptors, piping support, firestop penetration systems, etc.

STRUCTURAL REQUIREMENTS

- ⇒ Provide framing plans and calculations, for vertical and lateral loads, stamped by a Washington State registered professional engineer for units weighing more than 400 pounds.
- ⇒ All floor supported plumbing fixtures must be anchored to the structure to resist displacement vertically and on both horizontal axis due to seismic motion. Specify anchorage for floor supported equipment on plans.
- ⇒ Suspended plumbing equipment shall have rigid vertical hangers and be braced in both horizontal directions. Connections by pipes or ducts that are, or contain non-rigid elements are not of inherent sufficient strength, or which are not adequately anchored will not be acceptable as equipment or appliance anchors. Detail anchorage for suspended equipment on drawings.
- ⇒ Provide seismic design for anchorage as specified in the IBC and ASCE 7 where the Risk Category of a Building is classified as a Category III or IV occupancy per IBC Table 1604.5, as required.