



**CITY OF DES MOINES
PLANNING BUILDING AND
PUBLIC WORKS DEPARTMENT**

**COMMERCIAL
TENANT
IMPROVEMENT
SUBMITTAL
REQUIREMENTS
CH-002**

21630 11th Avenue S, Ste D • Des Moines, Washington 98198 • Tel: (206) 870-7576 Fax: (206) 870-6544

MINIMUM REQUIREMENTS FOR CONSTRUCTION DRAWINGS

Plans are required to have the following minimum information to be accepted for plan check. Plans shall be of sufficient clarity to indicate the location, nature, and extent of the work proposed shall conform to the provisions of all codes and ordinances.

Plan sheets must be 11" x 17" , 18" x 24" , 24" x 36", or 30" x 42". All sheets shall be the same size. Plans shall be drawn in indelible ink. **(Plan sheets that are cut and pasted, taped, or that have been altered by any means such as pen, pencil, marking pen, etc, will not be accepted for plan check.)**

NOTE:

- **Areas over 4,000 SF and when required by the Building Official, plans must be drawn by a Washington State Registered Design Professional.**
- **All structural modifications shall be designed and stamped by a Washington State Registered Design Professional. Engineering calculations must accompany design.**

SITE PLAN:

- ☐ Scale, North Arrow oriented to the top of the page. Max scale is 1" = 40' (preferred scale is 1" = 20' or 1" = 40')
- ☐ Basic Data (type of structure, square footage, location).
- ☐ Dimensions of lot, distance to property lines, buildings located on adjacent lots, street name, location, use, and vicinity map
- ☐ Existing and proposed structures labeled with dimensions
- ☐ Show with dashed lines any existing structures to be removed or demolished.
- ☐ Location of utilities (water, sewer, gas, electricity). (additions only)
- ☐ Site contours and drainage (existing in dashed lines, new in solid lines)
- ☐ Show location of property lines and all easements. Recorded easements are not allowed as side yards for the purpose of determining allowable area unless part of the lot record.
- ☐ Show required 96" wide van accessible parking space with an adjacent 96" wide access aisle per IBC 1106.5.

FOUNDATION PLAN:

- ☐ Stamped engineering calculations and structural drawings are required for all foundation/footings
- ☐ Provide plan view of foundation
- ☐ Location and size of exterior and interior bearing footings/foundations
- ☐ Location, size, embedment, and spacing of reinforcing steel anchor bolts, hold downs (if required) and post to footing connections

FLOOR PLAN (Show all rooms: 1/4" or 1/8" scale):

- ☐ Specify the use and size of all rooms (classify use per IBC Section 302).
- ☐ Wall legend must delineate new, existing, demolished, and relocated construction.
- ☐ Show location, size, and door swing for all required exits.
- ☐ Specify size, grade, species, direction of run, span and spacing of all framing members (may be provided on floor plan in lieu of separate framing plans).
- ☐ Provide reflected ceiling plan. Show required draft-stopping for combustible construction.
- ☐ Show locations for all switches, outlets, receptacles, and electric appliances.

FRAMING PLANS:

- ☐ Specify size, span, spacing, species and grade of lumber, or manufacturer and series of steel framing for all framing members.
- ☐ Provide attachment details for top and bottom plates. Specify size and spacing of fasteners.
- ☐ Clearly show bearing and shear walls. Specify nailing schedule (sound ordinance requirements may increase nail size especially in sound zone 1).
- ☐ Show materials and method of connection for all posts to beams connections.
- ☐ Special connection methods must be detailed to show how the structure is held together.
- ☐ Provide flashing details for all exterior openings.
- ☐ Provide stamped truss plans. These plans should show layout of trusses and all required lateral bracing.

ELEVATIONS:

- ☐ Show full height elevation from finish floor to highest point of structure.
- ☐ Specify finished materials to be utilized in construction. Specify size of all materials.
- ☐ Show all doors and windows. Specify sizes if not shown on floor plan.
- ☐ Show shear walls and/or diagonal bracing.

BUILDING CROSS SECTIONS:

- ☐ Show sections of structure that clarify in detail the typical conditions and describe otherwise hidden conditions.
- ☐ Provide typical wall section. Show components of wall including finish materials.
- ☐ Provide detail showing lateral bracing at a minimum of 8' o.c. for walls over 8' in unsupported length. Wire bracing not acceptable without engineering.
- ☐ Ceiling construction (size and spacing of joists) and insulation; provide cross section of dropped ceiling and detail lateral bracing requirements.
- ☐ Roof structure (size and spacing of joists or pre-manufactured truss spacing) and insulation (if applicable).
- ☐ Provide full height details for all mezzanines and stairways. Details must specify framing members, spacing and finishes.

FIRE RESISTIVE ELEMENTS:

- ☐ All of the fire rated assemblies shall be detailed on the plans and shall clearly indicate listed and labeled assemblies or the prescriptive assembly. Include the exterior exit balcony wall and ceiling assemblies, duct and exit enclosures and elevator shaft walls as well as opening protection of the shaft enclosures as per IBC 711/713.
- ☐ Provide all details of through penetration fire stops and membrane penetrations as per IBC 712.
- ☐ Show sections and details for all required parapet walls.
- ☐ Provide detail/ICC report for rated suspended ceiling. Include UL approved detail for tenting of light fixtures.

BARRIER FREE ACCESS:

- ☐ Provide floor plans and elevations of sufficient detail to show that the building and site facilities are accessible to persons with disabilities, as provided in IBC Chapter 11 and ANSI A 117.1 requirements for accessibility.
- ☐ Plans must show an accessible route of travel. An accessible route of travel is a continuous unobstructed path connecting all accessible elements and spaces in an accessible building or facility that can be negotiated by a person using a wheelchair and is usable by persons with other disabilities.
- ☐ Show a primary entry into the building or tenant space that is accessible.
- ☐ Provide floor plans and elevations with dimensions for restrooms, kitchens, counters, and similar fixed facilities showing compliance with barrier-free access requirements.
- ☐ Provide hardware schedule specifying door locksets and latchsets having lever, push operated, or other devices operable by wrist or arm pressure.

- ☐ In an existing building, to the maximum extent feasible, the path of travel to altered areas shall be made accessible. The path of travel means a continuous, unobstructed way of pedestrian passage by means of which an altered area may be approached, entered and exited; and which connects the altered area with an exterior approach (including sidewalks, streets, and parking area), an entry to the facility, and other parts of the facility. (This includes restrooms, telephones, and water fountains serving the altered area).

ENERGY/VENTILATION/NOISE LEVEL REDUCTION:

Select Energy Code compliance option and provide completed forms as required for option chosen.

- ☐ Component Performance Compliance Approach - Provide a separate sketch of elements for each wall, ceiling and floor type. A wall schedule keyed to the individual sketches is necessary for projects with more than one wall, ceiling or floor type. Provide appropriate sections with dimensions sufficiently detailed to indicate where each type of element occurs.
- ☐ Provide a completed Lighting Power Summary and a Lighting Budget Worksheet specifically identifying light fixture (wattage for light fixtures must include ballast wattage).
- ☐ Show compliance with the ventilation requirements of the Washington State Ventilation and Indoor Air Quality Code Table 3-4.
- ☐ Plans shall clearly show compliance with the Sound Control Ordinance in all details.

SOUND ORDINANCE REQUIREMENTS

Des Moines has sound zones due to the proximity to SeaTac Airport. The applicable requirements are to be noted and detailed in the plans. (See Sound Transmission Control Requirements I-002 DMMC 14.08.280)

- ☐ Exterior window and door requirements are noted on plans.
- ☐ Exterior wall and ceiling/roof assemblies are noted and detailed.
- ☐ Ducting insulation is properly called out.