



Project Information: _____

Project Name: _____ **City/Jurisdiction:** _____

General Project Submittal Minimum Standards:
Plans which do not contain the minimum information required will not be accepted for plan check.

Applicant	Office Use Only	
		Minimum Plan Review Standards
		Completed Permit Application required at the time of plan submittal.
		Clear and legible drawings.
		Lines and letters must be dark enough to provide good contrast on paper.
		Paper must be sturdy, such as blueprint or standard drafting paper. Tracing paper, graph paper, poster board, and cardboard are <u>not</u> acceptable.
		Text must be easily read without magnification.
		Pencil drawings are <u>not</u> acceptable (including corrections or alterations).
		Scale: All drawings must be drawn to scale.
		Hood Suppression Plans: All drawings must be drawn to scale or clearly identify lengths of pipe, widths, heights and nozzle distance to appliance.
		Size Requirements: Drawings must be of one size. Size of plans must be adequate size to allow for plan review. Do not attach information with clips, tape, glue, or staples.
		Washington State Law requires that any registered professional who prepares or supervises the preparation of drawings and construction documents stamp and sign such documents.
		Compass direction and clearly marked scale on all plans.
		Provide a narrative of the scope of work.

Requirements:

Applicant	Office Use Only	
		Description of Requirements
		Numbers of plan sets are dictated by the Permitting Authority. A minimum of three sets of plans and cut sheets are required for submittal. Additional sets may be submitted if the applicant requires more than one stamped, approved set of plans.
		Working Drawings - Floor Plans:
		Provide reflected ceiling plan and full-height cross sections.
		Location of any fire barriers, fire walls, stairway enclosures and concealed spaces.
		Occupancy type and hazardous classification areas.
		System Information:
		Legend showing all symbols and device descriptions.
		Cut sheets for all parts and material being used.
		Hydraulic calculation sheet for all systems being used.
		Water source/supply.
		Location and size of all piping including sprinkler location and type.
		Location and type of all hangers and sway bracing being used.
		Sway brace calculations.
		Location and type of all valves.
		Commodity class if high piled and rack storage occupancies.
		Alternative Extinguishing Systems
		System type and size being installed (dry, wet & gaseous systems)
		Total number of flow points and how many are being used.



		Appliances being protected.
		All connections to shut down the systems (gas, electrical and fan). Gaseous systems need to show all devices (doors and vents) prior to discharge.
Applicant	Office Use Only	Description of Requirements
		Location of manual pull stations.
		Location of signs and alarms for carbon dioxide/gaseous agents.
		Carbon Dioxide systems need to include the following: 1. Show all initiating and notification devices with voltage calculations. 2. Type of hazard being protected. 3. Volume of area with calculation for concentration. 4. Venting size and location.
		Water mist system water supply (potable water requires backflow device).

Please read the information below and sign before submitting your application:

Your application shall be deemed complete only if this checklist is completed and submitted along with the submittal package. Submittals not accompanied by a checklist will not be accepted. Accuracy of the submittal package, including this checklist, is the responsibility of the applicant. Failure to submit an accurate submittal package will be considered an incomplete application by the Plan Reviewer. An incomplete submittal will result in a HOLD. A resubmittal (new submittal package) will be required and always results in a delay.

I have checked the application boxes and have included those requirements in my submittal.

Print Name

Signature