



Residential Dwelling Plan Submittal Intake Checklist

City of Warrenton
 Planning and Building Department
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FOR DEPARTMENT USE ONLY	
Submittal Date:	
Intake Reviewer:	

PROJECT TYPE	
<input type="checkbox"/>	New Residence (Single-Family Dwelling, Two-Family Dwelling, Townhouse, etc.)
<input type="checkbox"/>	New Accessory Dwelling Structure (Detached Garage, Carport, Barn, Shop, etc.)
<input type="checkbox"/>	Alteration / Addition / Repairs
<input type="checkbox"/>	Other (please specify) _____

MINIMAL SUBMITTAL REQUIREMENTS CHECKLIST FOR PLAN REVIEW			
	Provided	N/A	
1.	<input type="checkbox"/>		Site/Plot Plan; Reference ORSC Section R106.2. -Drawn to scale (ex. 1"=10'), with North arrow indicated. -Property lines with locations of existing easements indicated. -Location and size of existing and proposed structures with dimensions to other buildings and property lines. -Footprint of structure matches submitted floor plans (mirrored or flipped plans not accepted). -Location of utilities indicated (power, water, sewer, gas, etc.).
2.	<input type="checkbox"/>		Two complete sets of Construction Documents; Construction documents must drawn to scale (ex 1/4" =1'-0") and of sufficient clarity to indicate the location, site specific design criteria per Table R301.2(1), nature and extent of the work proposed and show in detail conformity to the provisions of the code, relevant laws, ordinances, rules and regulations. Reference ORSC Section R106.1.1.
3.	<input type="checkbox"/>	<input type="checkbox"/>	Foundation Plan; Provide plan dimensions, footing sizes, posts, anchor bolts, hold-downs, associated details including structural reinforcement requirements and foundation vent locations. Reference ORSC Chapter 4.
4.	<input type="checkbox"/>	<input type="checkbox"/>	Floor Plans; Provide dimensions, room identification, door size, window size, location of smoke and carbon monoxide alarms, mechanical equipment such as water heater, furnace, ventilation fans, plumbing fixtures and balconies and decks that are 30 inches above grade. Reference ORSC Chapter 5.
5.	<input type="checkbox"/>	<input type="checkbox"/>	Elevation Views; Provide building elevation views from all four directions with dimensions including but not limited to floor and roof eave and ridge elevations, opening locations, and finish grade profile. Building sites with >4' elevation changes must be indicated on elevation drawings. Reference ORSC Section R106.1.1.
6.	<input type="checkbox"/>	<input type="checkbox"/>	Cross section(s) and details; Show all framing members such as floor beams, headers, joists, sub-floor, wall construction, and roof construction. More than one cross section may be required to clearly portray construction. Show all wall and roof sheathing, roofing, roof slope, ceiling height, siding material, footings and foundation, stairs, fireplace construction, thermal insulation, etc. Reference ORSC Section R106.1.1.
7.	<input type="checkbox"/>	<input type="checkbox"/>	Floor Framing Plans; Provide a plan for each floor framing assembly that shows all structural framing members and supports, their sizes, spacing, species, grade, bearing locations, method of attachment (e.g. hardware). Reference ORSC Chapter 5
8.	<input type="checkbox"/>	<input type="checkbox"/>	Roof Framing Plan; Provide a plan for each roof framing assembly that shows all structural framing members and supports, their sizes, spacing, species, grade, bearing locations, method of attachment (e.g. hardware), roof pitch, and attic ventilation requirements. Reference ORSC Chapter 8.

MINIMAL SUBMITTAL REQUIREMENTS CHECKLIST FOR PLAN REVIEW (continued)

	Provided	N/A	
9.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Lateral Design (Wall Bracing) Plan; Provide engineered or prescriptive lateral wall bracing plans showing the information below. Reference ORSC Sections R106.1.3, R602.10, R301.1.3. -All braced wall lines and brace wall panels must be shown on plans, with lengths provided -Identify each bracing method used -Detail or note associated connections to roof, floor, and foundation -Lateral design details and connections shall be incorporated into the plans</p>
10.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Prescriptive Lateral Design (Wall Bracing) Worksheet; Provide a completed 'prescriptive lateral wall bracing design' guide worksheet which includes both the Wind and Seismic calculation tables. Submissions which do not include both wind and seismic calculations are deemed incomplete and will not be accepted. Reference ORSC Section 602.10.3.</p>
11.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Lateral Design (Wall Bracing) Calculations; Provide engineered or prescriptive lateral calculations which include both wind and seismic design factors for each brace wall line. Reference ORSC Sections R106.1.3, R301.1.3, R602.10</p>
12.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Engineered Design Calculations; Provide design calculations for all structural load carrying members that are not based on prescriptive span tables in the code; including but not limited to beams, girders, headers, joists, columns, studs. Structural elements shall be designed in accordance with accepted engineering practice. Reference ORSC Section R301.1.3.</p>
13.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Beam Calculations; See above 'Engineered Design Calculations' information. Reference ORSC Section R301.1.3.</p>
14.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Energy Code Additional Measure; Identifying the one additional Envelope Enhancement Measure and Conservation Measure chosen from Table N1101.1(2). Where Envelope Enhancement Measure No. 6 is chosen, provide supporting calculations (see https://www.oregon.gov/bcd/codes-stand/Pages/residential-structures.aspx for thermal performance calculator.). Reference ORSC Chapter 11.</p>
15.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Balanced Ventilation System Design; Whole-house mechanical ventilation system shall provide balanced ventilation. Provide documentation of mechanical equipment specifications and calculations to demonstrate proposed system is in compliance prescribed ventilation rate. Reference ORSC M1505.4.</p>
16.	<input type="checkbox"/>	<input type="checkbox"/>	<p>Exterior Wall Enhanced Drainage Self-Certification Form; Complete this self-certification form to identify which exterior wall drainage provision has been selected to meet code and provide submittal information associated with the selected drainage provision (manufacturers specifications) to demonstrate method or products code compliance. Reference ORSC Section 703.1.1.</p>

NOTICE: Residential plan reviews are preformed following the 2021 Oregon Residential Specialty Code.

September 30, 2021 marks the end of the State of Oregon’s six-month grace period to phase-in the 2021 Oregon Residential Specialty Code (ORSC), 2021 Oregon Plumbing Specialty Code (OPSC), and the 2021 Oregon Electrical Specialty Code (OESC).

NOTICE: Submission of building permit applications begin the Development Clearance Review process (when applicable).

Applicant shall receive development clearance review approval from City of Warrenton Public Works, Planning, and Fire Departments prior to the initiation of Building Department construction plan review procedures. Any and all conditions of approval shall be noted on construction documents.

SIGNATURE

I hereby certify that, to my knowledge, the above information is true and correct. All work to be preformed shall be done in accordance with all governing laws and rules, and shall comply with applicable building code and all required conditions of approvals:

Applicant's Signature:

Applicant's Name (Print):

Date: