CITY OF MERCER ISLAND

DEVELOPMENT SERVICES GROUP

9611 SE 36TH STREET | MERCER ISLAND, WA 98040
PHONE: 206.275.7605 | www.mercergov.org

INSPECTION REQUESTS:
online: MyBuildingPermit.com
voicemail: (206) 275-7730

NOTE: ALL RECORDS AND DRAWINGS ARE SUBJECT TO PUBLIC DISCLOSURE AS REQUIRED BY RCW 42.56

TO BE COMPLETED BY APPLICANT

CONTACT INFORMATION:

Applicant is to complete the following information.

Applicant Contact information *prior* to permit issuance:		Applicant Contact information *post* permit issuance:	
Name:	Mikaela Sundberg	Name:	Mikaela Sundberg
Address:	7376 SE 71st Street Mercer Island WA	Address:	7376 SE 71st Street Mercer Island WA
Phone:	(206) 322-1130	Phone:	(206) 322-1130
Email:	mika@sklarchitects.com	Email:	mika@sklarchitects.com

REQUIRED SPECIAL INSPECTIONS / STRUCTURAL OBSERVATIONS:

It is the Engineer of Record's responsibility to specify all required Special Inspections or Structural Observation (check items below). The owner is responsible for hiring an approved private Special Inspector for the checked inspections noted below. All Special Inspectors (except Geotechnical) must be WABO certified.
When Special Inspection or Structural Observation is required, the report shall be submitted to the City Building Inspector prior to the City Inspection. **Note: Inspection by the City Inspector is required in addition to the Special Inspection or Structural Observation indicated below. Do not cover or conceal any work prior to the City inspection.**

STRUCTURAL OBSERVATION BY ENGINEER OF RECORD (EOR):
Engineer of Record:____ Company:____ Phone:____
☐ General Conformance to Construction Documents ☐ Other:____

SOILS / GEOTECHNICAL:
Special Inspector:____ Company:____ Phone:____
☐ Erosion control measures ☐ Subsurface drainage placement
☐ Shoring installation and monitoring ☐ Verify fill material and compaction
☐ Observe and monitor excavation ☐ Rockery installation
☐ Verification of soil bearing ☐ Pile placement (auger cast/driven pile)
☐ Other: ☐ Other:

REINFORCED CONCRETE:
Special Inspector:____ Company:____ Phone:____
☐ Concrete strength ☐ Retaining wall construction
☐ Reinforcing steel and concrete placement ☐ Prestressed / Precast construction
☐ Shotcrete placement ☐ Other:
☐ Other: ☐ Other:

STRUCTURAL STEEL: *(AISC 360, Chapter N)*
Special Inspector:____ Company:____ Phone:____
☐ Fabrication and shop welds ☐ Moment Frame construction
☐ Structural steel erection, field welds and bolting ☐ Other:
☐ Other: ☐ Other:

STRUCTURAL MASONRY:
Special Inspector:____ Company:____ Phone:____
☐ Mortar strength ☐ Glass unit masonry installation
☐ Masonry unit strength ☐ Wall panel and veneer installation
☐ Other: ☐ Other:
☐ Other: ☐ Other:

WOOD:
Special Inspector / Engineer of Record:____ Company:____ Phone:____
☐ Lateral resisting system construction ☐ High strength diaphragm construction
☐ Other: ☐ Other:

OTHER SPECIAL INSPECTIONS:
Special Inspector:____ Company:____ Phone:____
☐ Epoxy grout installations ☐ Stucco installation
☐ Expansion anchor installations ☐ Infiltration System
☐ Other post installed anchors ☐ Exterior Insulation Finish System (EIFS) installation
☐ Alternative construction methods: ☐ Other:
☐ Alternative construction materials: ☐ Other:

DEFERRED SUBMITTALS:

The Applicant is required to select all deferred submittals / shop drawings for submittal to the City for review and approval prior to item fabrication / construction.

☐ Connector plate wood trusses ☐ Post tension layout
☐ Metal joist / metal trusses ☐ Exterior cladding
☐ Premanufactured structures (stairs, etc.) ☐ Window wall / curtain wall construction
☐ Precast concrete elements ☐ Other:
☐ Other: ☐ Other:

TO BE COMPLETED BY APPLICANT

ENERGY CODE COMPLIANCE INFORMATION:

Indicate where the following information is located in the drawing set. Alternatively, incorporate or include the Residential Energy Code Prescriptive Compliance (RECPC) Form into the drawing set.

Sheet:

☑ Building envelope: *WSEC Table 402.1.1* (include U-factors, insulation and moisture control) ____
☐ Whole house ventilation: *WC Section M1507 WA Amended* (include ventilation option and duct sizing if applicable) ____
☐ Energy Credit Information: *WSEC Table 406.2* (include specific, written requirements) ____
☐ RECPC Form Information: (if incorporated within drawing set) http://www.mercergov.org/files/2012ResidentialEnergyCalcForm.pdf ____

☑ Air Leakage Testing. *WC Section R402.4.1.2 WA Amendments*
☑ Provide air leakage test report verifying air leakage rate does not to exceed 5 air changes per hour.
☑ Duct Leakage Testing. *WSEC R403.3.2*
☑ Postconstruction Test. *WSEC R403.2.2.1*
☑ Rough-in Test. *WSEC R403.2.2.3*

TO BE COMPLETED BY DSG

PROJECT ALERTS:

Construction of the project shall be from ***approved plans only***. No deviation from the approved project plans is allowed without prior approval from the City of Mercer Island. Approved plans must be kept on site and maintained in good condition.

☑ Refer to "Conditions of Permit Approval" provided at permit issuance for required construction rules and regulations, including:
- Site Considerations
- Hours of Work
- Construction Vehicle Parking Restrictions
- Acess Road Requirements
- ROW restrictions
- Drainage Requirements
- Sewer Requirements
- Water Service Requirements
- Additional Fire Code Requirements
- Planning Requirements
- Noise Abatement Certification
- Tree Requirements

☐ Refer to "Preconstruction Meeting Checklist" provided at the preconstruction meeting for development related requirements.
☑ Temporary site address with minimum 6" high numbers visible from the street must be installed.
☑ Erosion control measures must be as shown on approved project drawings. All erosion control is to be in place and inspected prior to the start of any site work.
☑ A City of Mercer Island Business License is required for all subcontractors. Call (206) 275-7783 for more information.

TREE PROTECTION REQUIREMENTS:

☑ Tree protection as shown on approved drawings shall be installed at tree dripline prior to start of any site work and must remain in place throughout the project.
☑ No trees shall be cut without a City of Mercer Island tree permit.
☐ Replacement trees must be a minimum of six feet tall at installation. They must be planted and approved prior to final inspection.
☐ For this project, N/A trees are authorized to be removed and replaced with N/A trees.
☐ This project appears to be within a protected eagle nest area. Contact Federal Fish and Wildlife at (360) 534-9304 or visit their website at http://www.fws.gov/pacific/eagle

FIRE PROTECTION REQUIREMENTS:

Separate Permits are required for ALL fire protection systems. For more information, see http://www.mercergov.org/Page.asp?NavID=2614

☐ Fire Sprinkler ____
☐ NFPA 13D ____
☐ Plus ____
☐ NFPA 13R ____
☐ NFPA 13 ____
☐ Monitored Household ____
Fire Alarm per NFPA 72 ____
☐ Monitored Sprinkler ____
Water Flow Alarm ____
☐ Other: ____
☐ Approved Fire Code Alternatives:
☐ FCA1: ____ ☐ FCA3: ____
☐ FCA2: ____ ☐ FCA4: ____

WATER SUPPLY REQUIREMENTS:

☐ Fire sprinkler design calculations must be provided prior to determining water supply system requirements.
☐ Water Supply system upgrade required
☐ City Installation.
☐ Applicant Installation.
Required Service Line Size: N/A (water main to meter)
Required Supply Line Size: N/A (water main to house)
Required Meter Size: N/A
☐ Abandonment of existing service and meter required at main.
☑ Pressure reducing valve required if pressure exceeds 80 psi.
☑ Reduced pressure backflow assembly (RPBA) required for all lots with waterfront or non-city water supply (private wells or lake irrigation).
☐ Additional water supply requirements:____

DRAINAGE REQUIREMENTS:

☐ On site detention system required. ____
☐ On site infiltration system required. ____
☐ As-built Utility drawings required. ____
☐ Full Size drawings required. ____
☐ Direct discharge into the lake. ____
☐ No Storm Water permit required. ____
☐ Connection to public storm drainage conveyance system req'd.
☐ Other: ____

SIDE SEWER REQUIREMENTS:

☑ Side sewer requires a backflow preventer when connecting to the lake line or when the elevation of the lowest plumbing fixture is lower than the elevation of the upstream manhole rim or when side sewer is shared with one or more properties.
☐ Video tape of existing sewer required (see standard details)
☐ New connection. ☐ Connect to existing. Disconnect permit required. ☐ Reconnect permit required.
☐ Other: ____
Note: When side sewer is to be connected to the lake line you will need to schedule three (3) days in advance with the City of Mercer Island Maintenance Department at (206) 275-7800.

APPROVED CODE ALTERNATIVES:

Code alternatives must be Inspected. Refer to the Inspection Checklist

☐ CA1: ____ ☐ CA2: ____

SURVEY REQUIREMENTS (The following survey information must be submitted when checked):

Surveyor shall verify points chosen for height calculations and point verification shall be submitted at the time of City foundation Inspection. A property survey may be required to verify setbacks and in some cases buildings must be surveyed onto the lot. The City reserves the right to request an impervious area survey at any time prior to issuance of Certificate of Occupancy.

Surveyor: ____ Phone: ____
☐ Building height survey ____
☐ Building setback survey ____
☐ Impervious surface survey ____
☐ Other: ____

☐ **MAXIMUM 40 PERCENT ALTERATION INSPECTION:** *WCC 19.01.050(D)(1)(b)(i)*
A Building Inspection prior to demolition is required for all legally nonconforming single family dwelling to ensure no more than 40 percent of the dwelling's exterior walls are structurally altered. Contact the Building Inspector at (206) 275-7730.
☐ Civil / Drainage ☐ LUP / Setback requirements

GEOTECHNICAL INFORMATION:

Land clearing, grading, filling and foundation work within geologic hazard areas is **NOT PERMITTED** between October 1 and April 1 without an approved Seasonal Development Limitation Waiver.

☐ Geotechnical Report provided. All construction must comply with the recommendations of the Geotechnical Report. A copy of report and other geotechnical information must be kept on site at all times.
____ *Geotechnical Engineer* ____ *Phone*

SEASONAL DEVELOPMENT LIMITATION RESTRICTION:
☐ Applies (Geologic Hazard area). Grading not permitted between October 1 through April 1.
☐ Waiver approved. Grading and excavation permitted subject to all conditions noted in Seasonal Development Limitation Waiver Permit.
____ *Permit number* ____ *Approved by* ____ *Date*

TO BE COMPLETED BY DSG

REQUIRED CONSTRUCTION INSPECTIONS:

It is the applicant's responsibility to contact DSG to schedule ALL inspections appropriate for the project. Request inspections online at www.MyBuildingPermit.com or by calling the Inspection Hotline at (206) 275-7730. Allow at least 24 hours (48 hours for Reinforcing steel) in advance of desired inspection. Be specific as to type of inspection.

Inspector shall initial and date appropriate inspection *only* if approved. Note: ***Items marked with an "•" require a separate permit.*** It is the applicants responsibility to apply for and obtain all City of Mercer Island permits.

INSPECTIONS: (Listed in order of typical sequencing)

Inspector	Date	Approved	
		☐	Pre-construction Meeting to Review Conditions of Permit Approval.
		☐•	Tree protection
		☐	Erosion control
		☐•	Sewer disconnect and cap. If applicable, separate side-sewer permit required
		☐•	Right-of-way use or work / easement, material delivery, etc. If applicable, separate ROW permit required
		☐	Land clearing, grading and demolition
		☐	Temporary power
		☐	Pilings / Shoring / Shotcrete. If applicable, provide survey letter (property line); Geotechnical Engineer / Special Inspector reports of inspections (pile and shoring installation, etc.)
		☐	Footings, setbacks, UFER ground. If applicable, provide survey letter (building height and setbacks); Special Inspector reports of inspections (soil bearing capacity, compaction, earthwork, pile installation, etc.)
		☐	Foundation walls / concrete columns
		☐	Roof and footing drains
		☐	Foundation dampproofing
		☐•	Storm drainage, including (but not limited to): • Connections to storm main in ROW • Detention systems • Infiltration systems • Catch basins including oil-water separator tees • Area drains • Conveyance piping / cleanouts • Storm drain in ROW • Control structures / manholes • Pump systems • Retaining wall drainage
		☐•	Water Service
		☐	Water Supply
		☐	Water as-built drawings
		☐•	Side sewer installation, including (but not limited to): • Connections to side sewer main • Connections to existing side sewer • Back-flow valves • Grinder pump systems • Sewer manholes
		☐	Driveway / Access road
		☐	Underslab electrical / mechanical / plumbing
		☐	Underslab insulation / vapor barrier / reinforcing
		☐	Underfloor framing
		☐	Nailing-Roof sheathing. If applicable, provide Special Inspection letter for lateral wood inspection.
		☐	Nailing-Exterior wall and Shearwall. If applicable, provide Special Inspection letter for lateral wood inspection.
		☐	Rough hydronic installation
		☐	Rough electric installation
		☐•	Rough fire alarm (wiring inspection)
		☐	Rough plumbing installation (DWV, water)
		☐	Rough mechanical
		☐	Gas Piping
		☐•	Rough fire sprinkler / hydrostatic and flow (bucket) test
		☐	Framing and glazing. If applicable, provide Special Inspection letter for lateral wood inspection, welding epoxy anchors, etc.
		☐	Masonry construction (fireplace / walls / veneer / etc.)
		☐	Insulation installation
		☐	Stucco (paper and lath)
		☐	Shower pan (or tub)
		☐	Miscellaneous
		☐	Code Alternative CA1:
		☐	Code Alternative CA2:
		☐	Impact Fees Paid (If applicable)
		☐	**Final Inspection:** Tree Restoration ☐ TT
		☐	**Final Inspection:** Fire protection, including (but not limited to): • Sprinkler • Access Road • Fire Code Alternatives (see below) • Fuel Tank Installation • Fire Extinguishing System • Fire Alarm System ☐ FCA1: ☐ FCA2: ☐ FCA3: ☐ FCA4: ☐ TF
		☐	**Final Inspection:** Water supply protection, including (but not limited to) backflow devices for: • Waterfront property • Fire / lawn sprinkler • Well water on property • Boiler ☐ TW
		☐	**Final Inspection:** Site and utility: includes landscape, utilities and ROW. Site restoration complete and as-built drawings ready for submittal. ☐ TS
		☐	**Final Inspection:** Building, including electrical / mechanical / plumbing. If applicable, provide closeout (summary) letters from Engineer, Special Inspectors, Geotechnical Engineer, and exterior wall cladding inspectors (EIFS). ☐ TB

90 DAY TEMPORARY CERTIFICATE OF OCCUPANCY (TCO):

Applicant option. Additional fees will be required and must be approved prior to occupancy. TCO requires tree plantings be completed.

____ *Approved* ____ *Start Date* ____ *End Date*

ADDITIONAL REQUIRED CITY INSPECTIONS:

Call the appropriate contact to arrange the inspection.

Required Inspection(s):	Contact:	Phone:	Scheduling:

IMPACT FEES:

If applicable.

☐ Impact fees apply and are due ***prior*** to Final Inspection or on ____ *Date*, whichever occurs first.

PLAN REVIEW APPROVALS:

Not all review disciplines may be required to review the documents.

☐ DC *Building* ☐ RP *Planning* ☐ N/A *Engineering* ☐ N/A *Tree* ☐ N/A *Fire*

SF

PERMIT NUMBER

CERTIFICATE OF OCCUPANCY
Issued after all required inspections have been performed and approved.
Approved *Date*

PROJECT NAME:
PROJECT ADDRESS:

APPROVED DRAWINGS MUST BE KEPT ON THE BUILDING SITE AT ALL TIMES
REVIEWED FOR CODE COMPLIANCE
Approved *Date*

FILE NAME: *DSG CVR 2016 24x36.PDF*

REVISED: *JULY 2019*