

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:



voicemail: (206) 275-7730

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

CONTACT INFORMATION:

Applicant is to complete the following information.

Applicant Contact information prior to permit issuance: Name, Address, Phone, Email
Applicant Contact information post permit issuance: Name, Address, Phone, Email

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.

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, Shoring installation and monitoring, Observe and monitor excavation, Verification of soil bearing, Other

REINFORCED CONCRETE: Special Inspector, Company, Phone, Concrete strength, Reinforcing steel and concrete placement, Shotcrete placement, Other

STRUCTURAL STEEL: Special Inspector, Company, Phone, Fabrication and shop welds, Structural steel erection, field welds and bolting, Other

STRUCTURAL MASONRY: Special Inspector, Company, Phone, Mortar strength, Masonry unit strength, Other

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

OTHER SPECIAL INSPECTIONS: Special Inspector, Company, Phone, Epoxy grout installations, Expansion anchor installations, Other post installed anchors, Alternative construction methods, 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, Metal joist / metal trusses, Premanufactured structures (stairs, etc.), Precast concrete elements, Other, Post tension layout, Exterior cladding, Window wall / curtain wall construction, Other

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.

Building envelope, Whole house ventilation, Energy Credit Information, RECPC Form Information, Air Leakage Testing, Duct Leakage Testing, Postconstruction Test, Rough-in Test

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, Access 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, trees are authorized to be removed and replaced with 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, FCA2, FCA3, 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, Required Supply Line Size, Required Meter Size
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: 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, Building height survey, Building setback survey, Impervious surface survey, Other, MAXIMUM 40 PERCENT ALTERATION INSPECTION: 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

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 "A" 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 damproofing
Storm drainage, including (but not limited to):
Connections to storm main in ROW
Conveyance piping / cleanouts
Storm drain in ROW
Detention systems
Control structures / manholes
Catch basins including oil-water separator tees
Retaining wall drainage
Water Service
Water Supply
Water as-built drawings
Side sewer installation, including (but not limited to):
Connections to side sewer main
Grinder pump systems
Sewer manholes
Side sewer
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
Final Inspection: Fire protection, including (but not limited to):
Sprinkler, Access Road, Fire Code Alternatives (see below), FCA1, FCA2, FCA3, FCA4, Fire Alarm System
Final Inspection: Water supply protection, including (but not limited to) backflow devices for:
Waterfront property, Well water on property, Fire / lawn sprinkler, Boiler
Final Inspection: Site and utility: includes landscape, utilities and ROW. Site restoration complete and as-built drawings ready for submittal.
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).

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.

Building, Planning, Engineering, Tree, Fire

PLAN REVIEW APPROVALS:

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

Building, Planning, Engineering, Tree, Fire

REVISED: JULY 2019

TO BE COMPLETED BY APPLICANT

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

PROJECT NAME:
PROJECT ADDRESS:

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

PERMIT NUMBER

Date

Approved

Date

Approved