



**PLANNING DIVISION SUBMITTAL PACKET:**

**Submit one copy of each item listed below unless otherwise noted**

- Detailed site plan
- Construction drawings
- Building Height clearly shown on construction drawings with average height calculation ( information available upon request )
- Copy of any recorded easements
- Landscape plans **\*provide 2 copies\***
- T E S C plan **\*provide 2 copies\***

**ENGINEERING DEPARTMENT SUBMITTAL PACKET:**

**Submit one copy of each item listed below unless otherwise noted**

This information is required for newly created, undeveloped or unimproved lots:

- Detailed site plan to include storm water drainage plans (provide three copies)\*\* ***also re-quired for construction on developed and improved lots***
- Bond Quantity Worksheet **W-002**
- Street Opening and Right-of-Way Permit application
- Right-of-Way Plans (See Sidewalk, Curb, and Gutter Construction requirements)
- Copies of any and all recorded easements
- Copy of title report
- Provide profile of driveway elevation, showing that slope is less than 14%

**SOUTH KING FIRE AND RESCUE SUBMITTAL PACKET**

**Submit one copy of each item listed below unless otherwise noted**

- Detailed Site Plan
- Construction Drawings

**THE FOLLOWING SUPPLEMENTAL INFORMATION IS AVAILABLE FROM THE PERMIT COUNTER:**

*Copies of Various Municipal Codes and informational handouts*  
*Sample Plot Plan*

**CODES OBSERVED:**

City of Des Moines Municipal Code  
International Building Code  
International Residential Code  
International Fire Code  
International Mechanical Code  
Uniform Plumbing Code  
National Electrical Code  
State Environmental Policy Act (SEPA)  
Washington State Energy Code  
Washington State Ventilation and Indoor Air Quality Code

**ASSOCIATED AGENCIES:**

South King Fire and Rescue	(253) 946-2726	31617 1st Ave S.	Federal Way
King County Water District #54	(206) 878-7210	922 S. 219 <sup>th</sup> St.	Des Moines
Highline Water District	(206) 824-0375	23828 30 <sup>th</sup> Ave. So.	Kent
Lakehaven Utility District	(253) 941-1516	3123 1st Ave. S.	Federal Way
Midway Sewer District	(206) 824-4960	3030 S 240 <sup>th</sup> St.	Kent
SW Suburban Sewer District	(206) 244-9575	431 SW Ambaum	Burien

**COMMERCIAL PERMIT PROCESS BY DEPARTMENT**

**PLANNING:**

Plans are reviewed for appropriate land configurations.

Building Placement	(DMMC 18.08)
Environmentally Sensitive Areas	(DMMC 18.86)
Land Clearing and Grading	(DMMC 14)
Land Use	(DMMC 18.08)
Land Area	(DMMC 18.08)
Lot Coverage	(DMMC 18.08)
Setbacks	(DMMC 18.08)

**ENGINEERING:**

Plans are reviewed for how access will be achieved and to make sure pedestrian and vehicular access is maintained and, where possible enhanced. Surface water management is also addressed in this phase of the plan review.

Undergrounding of Utilities	(DMMC 12.48)
Rights-of-Way	(DMMC 12.40, 12.28, 12.04)
Sidewalks	(DMMC 12.40, 12.28, 12.04)
Surface Water Management	(DMMC 11.08, 11.12, 12.40)

**BUILDING:**

Plans are reviewed to ensure the health and safety of future occupants.

Construction Code	(IBC, IRC and DMMC 14)
Energy Code	(WAC 51-11)
Mechanical Code	(IMC and DMMC 14)
Plumbing Code	(UPC and DMMC 14)
Ventilation Code	(WAC 51-13)

**FIRE DEPT:**

Plans are reviewed for fire safety issues.

**ADDITIONAL PERMITS WHICH MAY BE REQUIRED:**

Electrical Permits  
Mechanical Permits  
Plumbing Permits  
Land Clearing and Grading  
Right-of-Way Permits  
Fire Sprinkler Permits  
Fire Alarm Permits  
Demolition Permits