



CITY OF TUMWATER
 555 ISRAEL RD. SW, TUMWATER, WA 98501
 (360) 754-4180
 Email: cdd@ci.tumwater.wa.us
RESIDENTIAL REMODEL
 Submittal Checklist

TUM -	DATE STAMP
RCVD BY	

APPLICANT INFORMATION *(please print neatly)*

NAME OF APPLICANT: _____ EMAIL: _____

SUBJECT PROPERTY INFORMATION

ADDRESS OF PROPERTY (COMPLETE): _____

In order to remodel a one- or two-family home, you must submit a completed permit application and all items on this checklist unless modified or waived by Staff.

A. APPLICATION	N/A	Provided	Staff
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1. Provide a complete and signed (by owner or authorized representative) application and applicable fee. Note: Payment of the plan check fee is required at the time of application.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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2. Draw plans to scale of 1/4" = 1' or larger. Minimum plan sheet size is 18"x24". All notations and drawings must be clear and legible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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B. FLOOR PLAN (NEW)	N/A	Provided	Staff
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1. Show:			
a. Square-footage of each floor.		<input type="checkbox"/>	<input type="checkbox"/>
b. Use of each room.		<input type="checkbox"/>	<input type="checkbox"/>
c. Dimensions of building and rooms.		<input type="checkbox"/>	<input type="checkbox"/>
d. Location and dimensions of all doors and windows (identify egress windows).		<input type="checkbox"/>	<input type="checkbox"/>
e. Plumbing fixtures (including grinder pump specs if applicable).		<input type="checkbox"/>	<input type="checkbox"/>
f. Location and type of furnaces, water heaters, fans, and smoke detectors.		<input type="checkbox"/>	<input type="checkbox"/>
g. Dimensions and framing details of joists, beams, posts, ledgers, size/grade/species of lumber, pressure treated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Areas not to be remodeled, by shading or cross hatched.		<input type="checkbox"/>	<input type="checkbox"/>

C. ROOF PLAN	N/A	Provided	Staff
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1. Show:			
a. Sizes and spacing of all rafters (provide specifications for engineered trusses).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Location of chimneys and skylights.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Roof pitch and covering materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Sheathing type and dimensions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Attic venting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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C. ROOF PLAN (CONTINUED)	N/A	Provided	Staff
f. Show ridge plan of new and existing roof.			
D. COUNTY ENVIRONMENTAL HEALTH APPROVAL	N/A	Provided	Staff
1. Provide approval for any proposed septic system.			
E. ENERGY CODE REQUIREMENTS	N/A	Provided	Staff
1. Provide:			
a. Washington State Energy Code form must be complete.			
b. Fuel source for furnaces, water heaters and other appliances.			
F.			
1. Submitting online: Upload documents, naming them with the project address and document name (project address – application, checklist, plans, etc).,		<input type="checkbox"/>	<input type="checkbox"/>
Submitting in person: USB drive containing apps, checklist, plans, reports, etc. as outlined under B and C above, in PDF-file format. Maximum format shall be 300 dpi.		<input type="checkbox"/>	<input type="checkbox"/>

I verify that all required documents associated with this application have been submitted.

Signature of Applicant/Representative

Date