



**NEW COMMERCIAL BUILDING
COMMUNITY DEVELOPMENT
BUILDING DIVISION**

806 WEST MAIN STREET • MONROE, WA 98272
City Hall 360.794.7400 • Fax 360.794.4007

SUBMITTAL: <https://monroe.onlama.com/>

SUBMITTAL CHECKLIST:

- ◇ **SITE PLAN** - A drawing at a scale of not less than one inch for each fifty feet (1" = 50')
- ◇ **ARCHITECTURAL PLANS** - See attached guidelines for plan detail specifics
- ◇ **REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE FORM**
- ◇ **STRUCTURAL CALCULATIONS**
- ◇ **WASHINGTON STATE ENERGY CODE CHECKLIST**
- ◇ **COPY OF LABOR & INDUSTRIES CONTRACTOR'S LICENSE**
- ◇ **LIGHTING SUMMARY FORMS**
- ◇ **ENVELOPE SUMMARY FORMS**
- ◇ **LANDSCAPE PLAN SHEET** - See guidelines for plan detail specifics
- ◇ **SNOHOMISH HEALTH DISTRICT APPROVAL** - The written approval(s) of the Snohomish Health District (If required)
- ◇ **ENGINEERED CIVIL PLANS**
- ◇ **SOILS REPORT**
- ◇ **STORM WATER DRAINAGE REPORT**
- ◇ **TRAFFIC REPORT** - (If applicable)
- ◇ **UTILITY SERVICE AGREEMENT**

Adopted State Codes – Effective March 15th, 2024

The City of Monroe enforces the following Washington State Building Codes and amendments; the Washington Administrative Code (WAC) title 51 and as amended by the Monroe Municipal Code Title 15:

- 2021 ICC Energy Conservation Code with State amendments
- 2021 International Building Code
- 2021 International Existing Building Code
- 2021 International Fire Code
- 2021 International Fuel Gas Code
- 2021 International Mechanical Code
- 2021 International Property Maintenance Code
- 2021 International Residential Code
- 2021 International Swimming Pool and Spa Code
- 2021 Uniform Plumbing Code

STRUCTURAL DESIGN CRITERIA:

Seismic Design Category: **IRC/IBC - D1/D2**

Basic Wind Speed: 110 mph

Exposure Category: B

Frost Depth: 18"

Snow load: 25 lbs/sq ft

*A soils investigation is required for commercial projects, residential short plats, subdivisions and in some instance's residential lots.

ANY OTHER ITEMS DEEMED NECESSARY BY THE ZONING ADMINISTRATOR