



**City of DuPont**  
**Building Services Division**  
1700 Civic Drive • DuPont, WA 98327  
Phone: 253-912-5217 • Fax: 253-964-1455  
[www.ci.dupont.wa.us](http://www.ci.dupont.wa.us)

## COMMERCIAL DEVELOPMENT REQUIREMENTS

### Design Standards/Requirements:

Listed below are the City's Design Standards for Commercial Development.

Site Plan Conditions-	The site plan(s) submitted with construction permits <u>must</u> conform to the approved site plan and related conditions.
Grading Requirements-	DuPont Municipal Code (DMC) Section 12.07, Ord. No. 02-727.
Drawing Standards-	DMC Section 24.09, G.I.S.; applies to as-built drawings.
Water System Extensions-	1992 Conditions and Standards for Construction of Developer Extensions to the Water System.
Street Improvements-	DuPont Street Standards, adopted by Ordinance No. 02-715.
Stormwater System-	1992 D.O.E. Stormwater Management Manual for the Puget Sound Basin.
Sanitary Sewer System-	Pierce County Sanitary Sewer Standards. Pierce County owns and maintains the sewer system in DuPont with the exception of the Historic Village. A Pierce County permit must be obtained prior to the City issuing a building permit. A pretreatment review and approval is required by Pierce County for all new commercial projects. Ph: (253) 798-4050.
International Building Code-	2006 Edition with current Wa. State Amendments.
Uniform Plumbing Code-	2006 Edition with current Wa. State Amendments.
Intern'l Mechanical Code-	2006 Edition with current Wa. State Amendments.
International Fire Code-	2006 Edition with current Wa. State Amendments. City Ordinance 98-499 regarding Commercial Fire Sprinklers.
Energy Code-	Currently adopted editions of the Washington State Energy and Ventilation and Indoor Air Quality Codes.
Electrical Code-	Washington State Department of Labor and Industries, Phone: (253) 596-3808.

## **Submittal Instructions:**

The applicant shall submit the applicable permit applications to the Building Services Division, City Hall, 303 Barksdale Avenue, DuPont, WA. Applications will not be accepted unless a complete submittal is made. [Items marked below with an asterisk (\*) may be provided as deferred submittals. These items are, however, required prior to permit issuance and/or use or occupancy of the project site, as applicable to each of the items marked.] To expedite the review of the permit review process, one (1) copy of the submittal may be forwarded directly to Dominic Miller, Gray & Osborne - Olympia, 2401 Bristol Court SW, Building A, Olympia, WA 98502.

## **Grading/Civil Construction**

### **Permit Application:**

The Site Work construction permit application shall be submitted with:

Plan Review. Completed **Site Work Permit Application** and payment of initial grading plan review fee.

Plan sets. Submit five (5) sets. Plans shall be 24" x 36" unless otherwise approved by the City. A checklist of plan requirements is provided in the Street Standards, Form 2. Plans must include all site improvements including grading, sedimentation/erosion control, storm drainage, water, sanitary sewer, lighting, landscaping and irrigation.

Geotechnical Report. Three (3) copies

Developer's Extension Agreement. An agreement must be submitted if the City's water system is extended. An Agreement is provided in the Water Standards.

Stormwater Site Report. Submit three (3) copies. See Street Standards for minimum requirements of report.

\*Agreement for Inspection and Maintenance of Privately Maintained Storm Drainage Facilities. See Form 8 in the Street Standards. Exhibit(s) must reflect as-built conditions of the associated stormwater system.

\*Easement for Utilities. See form 7 in the Street Standards. An easement is required for water main and storm drainage extensions to the City's system. Exhibits must reflect as-built conditions for the utilities.

Right-of-Way Permit is required for all work to be conducted within existing rights-of-way; prior to work.

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## **Building Permit**

### **Application:**

A building permit will not be issued until a grading/civil construction permit is issued. The Building Permit application shall be submitted with:

Plan Review. Completed **Building Permit Application** and payment of plan review fee(s).

Plan Sets. Submit three (3) complete building plan sets<sup>1</sup>. The plans shall be 24" x 36" unless approved otherwise by the Building Department. A checklist of plan requirements and other documentation is available at the permit counter or online. Submit (2) copies of spec's.

Structural Engineering Calculations. Two (2) copies.

\*Pierce County Side Sewer Permit

\*Water/Storm Utility Service Permit

### **The plans must indicate:**

Occupancy category(s);

Type of Construction;

Occupant Load Calculations;

Design Professional in Responsible Charge;

Site Design Criteria;

Fire department access;

Hydrant locations;

Fire extinguisher size, type, and placement;

Type of fire sprinkler system to be installed, and type of fire alarm system (**separate review & permit required**).

### **Other Permits and Applications:** (plans and information may be deferred submittals)

Mechanical Permit. Mechanical Permit Application, payment of plan review fees, and (2) sets of mechanical plans.

Plumbing Permit. Plumbing Permit Application, payment of plan review fees, and (2) sets of plans and fixtures.

Sign Permit. Sign Permit Application, payment of review fees, (2) plans.

(Other Permits. Other permits and submittals may be required; specific to each project.)

Fire Suppression Permit. Fire Suppression Permit Application, payment of plan review fees, and min (2) sets of plans and hydraulic calc's.

Fire Alarm Permit. Fire Alarm Permit Application, payment of plan review fees, min. (2) sets of plans, spec's and wiring layout and diagrams.

<sup>1</sup> Complete plans for building construction (architectural, structural, etc.) may be included with the grading/civil construction plans, or may be submitted separately, at the applicant's discretion. Three (3) sets of complete building plans shall be provided to the city for review when submitted separately.