



## SFR Submittal Checklist

1. Building Permit Application
2. Site Plan (two copies) in conformance with Sample found on website
3. Storm Water Management and Erosion Control Permit Application
4. If your building is over 5,000 square feet a Fire Sprinkler System is required.
5. Construction Drawings (Two sets 24 X 36) w/Engineering on plans (electronic) PDF format only.
6. Lateral and Gravity Structural Calculations (two sets)
7. Engineers Truss Drawings (two sets)
8. Energy Forms (two sets) found @ <http://www.energy.wsu.edu/BuildingEfficiency/EnergyCode.aspx>
9. Residential Plumbing & Mechanical Application and Checklist (two page document found on our website) @ <https://eatonville-wa.gov/building-dept>
10. Copy of Contractors License and Town of Eatonville Business License.
11. Landscaping Plans Are Required for New Single-Family Residences.
12. Design Review Is Required for New Single-Family Residences.
13. Fees for New Electric, Water, Sewer and Storm Drain to be paid before issuance of permits.

Building Plan Review and Storm Water Management and Erosion Control Plan Review fees are due at time of submittal. Remaining Fees are payable upon issuance of permits.

**Note:**

**All documents and applications are to be submitted in PDF format and electronically to [planningadmin@eatonville-wa.gov](mailto:planningadmin@eatonville-wa.gov)** Applications will not be accepted until permit submittal package is deemed complete.

The Town of Eatonville is an Equal Opportunity Employer and Provider.