



## RESIDENTIAL SUBMITTAL REQUIREMENTS/CHECKLIST

City of Gearhart Building Code Department - PO Box 2510, 698 Pacific Way, Gearhart, OR. 97138 - Phone: (503)738-5501 - Email: [Building@cityofgearhart.com](mailto:Building@cityofgearhart.com) - [www.cityofgearhart.com](http://www.cityofgearhart.com)

Property Address \_\_\_\_\_

### I. General

- Electronic File types shall be in .PDF format and unlocked to allow mark-ups. Locked plans will not be accepted
- Plan orientation of all pages in landscape format
- Completed permit application and this checklist must be uploaded with submittal.
- Moisture, Lighting, and Energy Measure forms completed and uploaded with submittal.

### II. Site Plan

- Site plan is legible and drawn to scale, (ex.  $\frac{1}{4}'' = 1'$ ) with North arrow indicated
- Orientation of footprint matches floor plan. Mirrored or flipped plans are not accepted.
- Property line locations with existing easements indicated.
- Locations of utilities indicated. Sewer, water, power, gas, septic tank and drain field.
- Existing and proposed structures shown with dimensions to other buildings and property lines.

### III. Plans

- Plans are legible and drawn to scale (ex.  $\frac{1}{4}'' = 1'$ )
- Energy measures shown on plan details, i.e. floor, wall, and ceiling R-values
- Footing/Foundation plan shown with all structural elements including hold-downs.
- Building elevation views from all four directions. Show building height from finished grade to peak of highest point of roof. Building sites with  $>4'$  elevation changes must be indicated on elevation drawings. Where all cripple wall segments along a braced wall line do not exceed 48 inches in height, the cripple walls shall be permitted to be redesignated as a first-story wall for purposes of determining wall bracing requirements. Where any cripple wall segment in a braced wall line exceeds 48 inches in height, the entire cripple wall shall be counted as an additional story. If the cripple walls are redesignated, the stories above the redesignated story shall be counted as the second and third stories, respectively.
- Typical cross sections for living and garage space.
- Engineering details when required, must be included on all appropriate plan sheets.
- Indicate location of all heat sources and water heaters. Indicate natural gas, propane, or electric.
- Floor framing. If engineered components are proposed, include layout from manufacturer. Include size, type, and spacing of all floor joists and supporting beams with cross referenced design calculations
- Roof framing. If trusses are proposed include stamped truss details and layout. Include size, type, and spacing of all rafters. Trusses shall be designed at 135 mph wind speed
- Beam calculations with all beams sized, identified and cross referenced on the plans
- Lateral wall bracing per ORSC R602.10 or provide engineered design. Indicate Braced Wall Method used. All Braced Wall Lines (BWL) and Braced Wall Panels (BWP) must be shown on the plans.1 The plans must clearly show which edition of the ORSC was used. (2008, 2017, or 2021) Plans will be reviewed to the 2021 ORSC unless otherwise indicated on the plan documents. The 2008 and 2017 ORSC provisions will not be accepted as of October 1, 2021.



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All construction drawings that have been developed electronically must be submitted electronically **with one set of hard copy plans that are required and drawn on minimum 24" x 36" paper and to scale. (Ex. 1/4" = 1')** Hard copy plans will be reviewed, scanned, and returned electronically. Paper copies of approved hand drawn plans are available upon request.

By signing, I acknowledge that all information contained in this checklist is true to the best of my knowledge. I also acknowledge that missing or incomplete information may be cause for rejection of this submittal or cause unnecessary delays in the plan review process.

Builder, Builder's Agent, or Property Owner

Signature \_\_\_\_\_

Print \_\_\_\_\_

Date \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

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Wall bracing requirements have existed in building codes for nearly 100 years and have evolved immensely through numerous code revisions. Early code amendments provided the designer with prescriptive options to avoid unnecessary costs of engineering. The 2003 Oregon Residential Specialty Code contained only five pages dedicated to prescriptive wall bracing. After six code cycles the number of pages dedicated to wall bracing has exploded to roughly 45 pages containing detailed design requirements. The 2021 ORSC contains provisions for prescriptive braced wall lines, braced wall panels, foundation and connection (top and bottom) requirements. Unless your designer is extremely well prepared, it is highly recommended that you consult a licensed engineer to prepare the lateral wall bracing design for this submittal. A missing, incomplete, or incorrect lateral wall bracing design will cause your project to be delayed.