



BUILDING PERMIT CHECKLIST

Is the address located within City Limits?

Does contractor have a City of Liberty Lake business license?

Submittal Requirements:

- **Applications**
 1. Building Permit
 2. Mechanical Permit
 3. Plumbing Permit
- **Construction Documents**
 1. Site Plan – setback requirements met (refer to Development Code or SAP)
 2. Construction Plans with Code compliant references (2021 IRC)
- **Foundation And Footing Requirements**
 1. Prescriptive footing calculators or engineered foundation plans
- **Energy Code Requirements (2021 WSEC)**
 1. Prescriptive Energy Code Compliance Worksheet
 2. Mechanical Ventilation Worksheet
 3. Glazing Schedule
 4. Simple Heat System Size Worksheet
- **Radon Requirements**
 1. Confirmation that prescriptive method to be installed or letter from certified mitigator
- **Truss Drawings**
 1. Layout and individual truss drawings
- **Floor Joist Layouts And Beam Calculations**
 1. Beam Calculations required for all beams
- **Sewer/Water Permit**

PERMITS WILL NOT BE PROCESSED UNTIL ALL REQUIREMENTS ABOVE HAVE BEEN MET AND WILL BE REVIEWED IN THE ORDER RECEIVED