



**CITY OF TUKWILA**  
**Department of Community  
Development**  
6300 Southcenter Boulevard  
Tukwila, WA 98188  
Telephone: (206) 431-3670

## COMMERCIAL NEW OR ADDITIONS

Type of Permit: **Development**

Subtype:  
COMM\_WHS  
IND\_MFG  
MIXED USE  
SCHOOL  
INSTITUTION  
PARKING GARAGE  
HOTEL\_MOTEL  
OTHER

The materials listed below must be submitted at the time of your application. All plans shall state compliance with **2018 IBC** and **be stamped** by either a registered architect or professional engineer. If stamped by an engineer, the stamp must be dated.

All files must be **flattened PDF**.

Please ensure your files conform to [City of Tukwila's electronic submittal standards](#) prior to upload.

REQUIRED DOCUMENTS	ATTACHMENT FILE NAME
1. Certificate of Fire Flow from Servicing Agency or Utility District.	Water/Fire Flow availability
2. Certificate of sewer availability.	Sewer availability
3. Metro: Non-Residential Sewer Use Certification form.	Metro form
4. Structural calculations – include load of water-filled sprinkler piping.	Structural calculations
5. Roof Truss stamped engineer's truss package from the roof manufacturer (as applicable).	Roof truss
6. Soils report.	Soils report
7. Washington State Non-Residential Energy Code Compliance form. 2018 WSEC Commercial Provisions – Compliance Forms are available online at this <a href="#">link</a> .	Energy form
8. Washington State Department of Labor and Industries valid contractor's license required at the time of permit issuance or owner affidavit.	Contractor license or owner affidavit
9. Current City of Tukwila business license.	Business license

<b>PLANS</b>	
*All drawings and structural calculations must be <b>flattened</b> and shall be prepared and <b>stamped by a registered architect or professional engineer licensed in the State of Washington and state compliance with IBC 2018.</b>	
<b>1. Cover Sheet:</b> Index to drawings, site address & parcel number, legal description, project description, occupancy classification per International Building Code, Building area (square footage of all floors and area of work) and vicinity map.	Plans *Combine all sections into one file.
<b>2. Site Plan:</b> North arrow, property lines, setbacks, easements, proposed & existing buildings and parking stalls with dimensions, dumpster/recycling collection location, limits of clearing, topography at 2' intervals, critical areas/shoreline buffers, identify any trees to be removed, finished floor elevation if in flood control zone, exterior lighting.	
<b>3. Floor Plans:</b> Provide floor plans, cross sections, framing detail, door and window schedules, etc.	
<b>4. Building Elevations:</b> Include dimensions of all building facades and major architectural elements; height analysis.	
<b>5. Landscape Plans:</b> Proposed and existing landscaping; irrigation plan.	
<b>6. Civil Plans:</b> Show public frontage details, utilities, and drainage details.	
<b>7. Electrical:</b> Show emergency lighting and energy code compliance. Provide for reference (separate permit required).	
<b>8. Mechanical Drawings:</b> Provide for reference (separate permit required).	
<b>9. Structural Drawings:</b> provide detail of sprinkler hangers, pipe, duct and vent penetrations in structure.	
<b>10. Plumbing Drawings:</b> provide plan view and isometric drawings of DWV and Water supply. Specify all pipe sizes. Include plumbing fixture schedule and specify fixture units. Include details and specifications for roof drains if applicable. Provide for reference (separate permit required).	
<b>ADDITIONAL DOCUMENTS MAY BE REQUIRED</b>	
Food service establishments. Approval of plans and final acceptance of the permit from the King County Department of Public Health is a requirement after final inspection approval of the associated permits issued by the City.	
<b>ADDITIONAL PERMITS MAY BE REQUIRED</b>	
Electrical, Mechanical, Plumbing, Fire, Public Works	