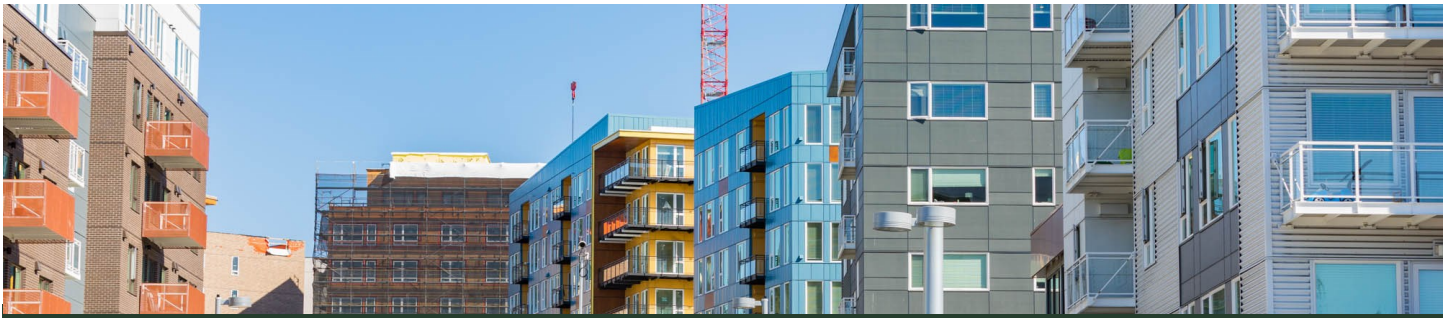




Residential Deck

Application Packet



Redmond
WASHINGTON

redmond.gov/BuildingPermits

[Link to current International, Washington State Amendment and City of Redmond building codes](#)

Plan review fees are non-refundable.

The following fees will be collected after the application is deemed complete for intake.

- Building, Fire, Planning, and Civil Engineering Plan Review Fees
- A Technology Surcharge based on the total permit cost will be assessed

City of Redmond Design Requirements

Design Wind Speed	110 mph (IRC 302.1.1.1)
Ground Snow Load	15 psf (snow drift per ASCE 7-10)
Rain-on-Snow Surcharge	5 psf added to flat roofs per (ASCE 7-
Seismic Design Category	D
Rainfall	1"/hr (UPC Table D101.1)
Frost Line Depth	12"
Soil Bearing Capacity	1500 psf unless a Geotechnical report is provided (IBC Table 1806.2)

City of Redmond Business License:

Contractors are required to obtain a City of Redmond business license prior to working in the City.

Get a City business license here: [WA State DOR](#)

For questions, contact the Redmond business license office at 425-556-2193 or: businesslicense@redmond.gov

Register for an Account: To manage your permit online, register for an account here: Redmond.gov/REPS
It works best to have an account prior to submitting your permit request.

Apply for Permit:

Submit a deck permit request here: [Form Center • Redmond, WA • CivicEngage](#)

- Type of Project: Building Permit
- Type of Building Permit: Residential-Deck
- Please ensure you have entered the correct project address and parcel number

When your permit request is processed, you will receive an email that contains the permit number and detailed instructions on how to submit the permit documents through the REPS portal.

After the permit documents have been submitted, the permit goes through a Completeness Check to ensure that all required information has been provided per the submittal checklist.

After completeness is approved, you will receive an invoice for the permit plan review fees. Once this invoice has been paid, the Code Compliance plan review will begin.

You will receive emails if more information is required. Once approved, you will receive a final invoice for the permit fees.

SUBMITTAL CHECKLIST

Please name your files as shown in bolded titles below.

For more detailed information about what should be on the plans see: [Building Permit Guide](#)

Checkmark each of the following items below to confirm that they are included in the permit submittal:

☐ **Application Form**

Fill in all of the information requested. The Description shall include the dimensions of any removed covered/uncovered deck square footage and the new covered/uncovered deck square footage. **Separate out the covered and uncovered square footage.**

☐ **Site Plan**

A Site Plan is required with all submittals. Planning Tables are **required**. See sheets 1 and 2 on the site plan example for the required Tables. Include trees, dripline and five foot buffers.

[Residential Deck site plan example](#)

☐ **Plans**

Plans will include a cover sheet, code summary, new deck footprint in relation to the existing house and lot lines, structural details, the details of any attachment to the house, and the materials used for the deck framing.

Footing plan: Show the location of new footings with section cuts and dimensions, spacing of anchor bolts, location, type of holddown fasteners to the foundation (per registered design professional, if required) and provide information showing any change of grade.

Elevations: Elevation plan sheets to show all sides. Include guardrails and stairs (if applicable).

Details:

Provide framing details that include solid blocking, joist span, beam span, joist hanger identification, knee brace requirements, post to post beam connections, ledger attachment, and location of holddown tension devices (if required).

Provide stair detail showing rise, run, handrails, guardrails and size and spacing for stair stringers(if required).

If applicable, submit the following:

- ☐ **Structural Calculations** - Calculations are not required if the deck is designed prescriptively from the IRC. If calculations are required, they must be stamped and signed by a Washington State Design Professional.
- ☐ **Flood Elevation Certificate** - If the project lies within the 100 year floodplain, "Yes" will be displayed under Frequent Flood Area in Redmond Property Viewer. <https://gis.redmond.gov/pv/>
- ☐ **Geotechnical Report** - May be required due to difficult soils, landslide and/or erosion hazard areas, or other lot requirements.



Applies to permit applications submitted on or after May 1, 2025

Building Permits: Waste Reporting Requirements



Reporting Site

Waste from construction projects must be reported on our online platform. See our [reporting guide](#).



Waste Plan

Once your building permit is approved, set up the project on our [online waste tracking platform](#). It will walk you through creating a waste plan.

The project's waste plan will identify:

- how much waste you expect to generate,
- what materials you plan to dispose or recycle,
- and where you plan to take construction waste.

redmond.wastetracking.com



Waste Reporting

Throughout construction, report waste and upload waste tickets on our [online platform](#).

There is no requirement for recycling or salvage. Construction debris must be taken to designated facilities ([see list](#)).

Waste reporting must be completed before the permit can receive final inspection approval and a Certificate of Occupancy can be issued.

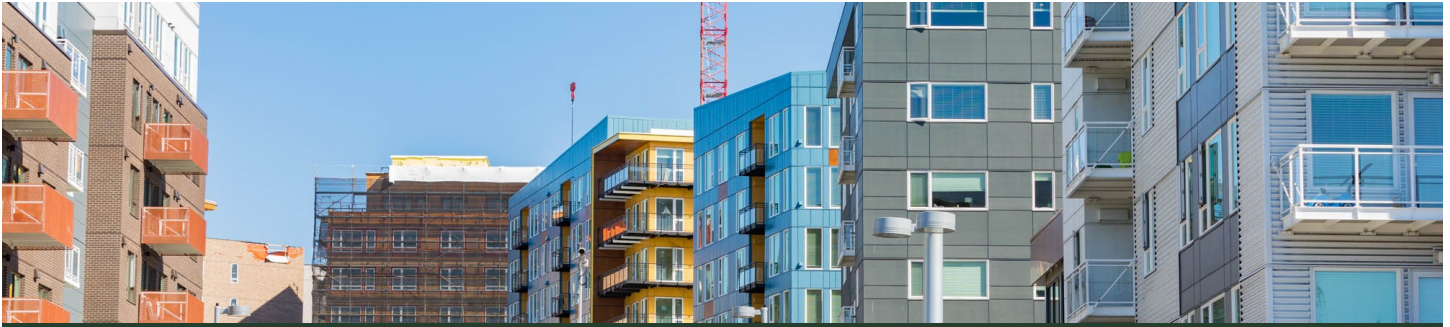


More information at redmond.gov/cdwaste



Redmond
WASHINGTON

Notice of nondiscrimination is available at redmond.gov/TitleVI
无歧视声明可在本市的网址 redmond.gov/TitleVI 上查阅
El aviso contra la discriminación está disponible en redmond.gov/TitleVI



Owner Acting as Contractor



Redmond
WASHINGTON

redmond.gov/BuildingPermits

- It is the purpose of chapter RCW 18.27.140 to afford protection to the public including all persons, firms, and corporations furnishing labor, materials, or equipment to a contractor from unreliable, fraudulent, financially irresponsible, or incompetent contractors.
- I understand that the state law requires construction to be done by a licensed contractor unless I qualify for an exemption per RCW 18.27.090.
- I, as an owner-builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My home owner's insurance may not provide coverage for those injuries. I am willfully acting as an owner-builder and am aware of the limits of my insurance coverage.
- I agree that as the party legally and financially responsible for the proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers.
- I agree not to delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done.
- I agree to comply with all applicable laws, ordinances, building codes and zoning regulations.
- I agree to notify the City of Redmond immediately of any changes to the permit on record. Licensed contractors are regulated by laws designed to protect the public.
- I am responsible for verifying whether the contractor is properly licensed with the State of Washington and has a City of Redmond business license.
- I agree to schedule the applicable inspections for my project so that the required inspections can be performed. I also understand I am responsible for resolving any failure to meet code requirements that may be found through inspections.

I will be performing work on my own property or property I own but do not reside in and am not performing activities of a contractor on my own property for the purpose of selling, demolishing, or leasing the property.

Permit #: _____

Owner's Printed Name: _____

Signature: _____ Date: _____

Links to and excerpts from Washington State Code

RCW 18.27.010 - Definitions

(1)(a) "Contractor" includes any person, firm, corporation, or other entity who or which, in the pursuit of an independent business undertakes to, or offers to undertake, or submits a bid to, construct, alter, repair, add to, subtract from, improve, develop, move, wreck, or demolish any building, highway, road, railroad, excavation or other structure, project, development, or improvement attached to real estate or to do any part thereof including the installation of carpeting or other floor covering, the erection of scaffolding or other structures or works in connection therewith, the installation or repair of roofing or siding, performing tree removal services, or cabinet or similar installation; or, who, to do similar work upon his or her own property, employs members of more than one trade upon a single job or project or under a single building permit except as otherwise provided in this chapter.

(1)(b) Contractor also includes a consultant acting as a general contractor (1)(c) or who are otherwise required to be registered or licensed by law, who offer to sell their property without occupying or using the structures, projects, developments, or improvements for more than one year from the date the structure, project, development, or improvement was substantially completed or abandoned. A person, firm, corporation, or other entity is not a contractor under this subsection

(1)(c) if the person, firm, corporation, or other entity contracts with a registered general contractor and does not superintend the work.

(10) Residential homeowner means an individual person or persons owning or leasing real property:

- (a) upon which one single-family residence is to be built and in which the owner or lessee intends to reside upon completion of any construction; or
- (b) upon which there is a single-family residence to which improvements are to be made and in which the owner or lessee intends to reside upon completion of any construction.

RCW 18.27.114 - Disclosure statement required - prerequisite to lien claim

(1) Any contractor agreeing to perform any contracting project: (a) for the repair, alteration, or construction of four or fewer residential units or accessory structures on such residential property when the bid or contract price totals one thousand dollars or more; or (b) for the repair, alteration, or construction of a commercial building when the bid or contractor price totals one thousand dollars or more but less than sixty thousand dollars, must provide the customer with the following disclosure statement in substantially the following form using lower case and upper case twelve-point bold type where appropriate, prior to starting work on the project. Notice to customer can be found at: <http://app.leg.wa.gov/RCW/default.aspx?city=18.27.114>

WAC 296-200A-110 & WAC 296-200A-111

Is a city, town, or county required to verify a contractor registration number?

Before issuing a building permit, a city, county or town must verify the registration of the general or specialty contractor applying for the permit.

How does a city, town, or county verify a contractor's registration?

A city, town, or county may verify contractor's registration by checking the department's contractor registration internet website or by calling the department to confirm that the contractor is registered.

RCW 18.27.090 - Registration of Contractor Exemptions

- (6) Any construction, alteration, improvement, or repair of personal property performed by the registered or legal owner, or by a mobile/manufactured home retail dealer or manufacturer licensed under CH 46.70 RCW who shall warranty service and repairs.
- (12) Any person working on his or her own property, whether occupied by him or her or not, and any person working on his or her personal residence, whether owned by him or her or not but this exemption shall not apply to any person who performs the activities of a contractor on his or her own property for the purpose of selling, demolishing, or leasing the property.
- (13) An owner who performs maintenance, repair, and alteration work in or upon his or her own properties, or who uses his or her own employees to do such work.
- (14) A licensed architect or civil or professional engineer acting solely in his or her professional capacity, an electrician certified under the law of the state of WA, or a plumber certified under the laws of the state of WA or licensed by a political subdivision. The exemption provided in this subsection is applicable only when the person certified is operating within the scope of his or her certification.

Residential Deck

Application Form

SITE LOCATION

Site address: _____
Suite/FLR/RM: _____
Tax parcel number: _____
Project name/Tenant: _____
Plat name/Lot number: _____
Property owner: _____
Mailing address: _____
City: _____ State: _____ Zip: _____

VALUE OF CONSTRUCTION & KC ASSESSORS IMPROVEMENT VALUE

Value of Construction: \$ _____

The value of construction shall be based on the value of the work that is being performed. The total value of work shall include materials and labor whether paid for or not.

Taxable Improvements Value: \$ _____

Find the Taxable Improvement Value here: [King County Department of Assessments: eReal Property](#).

Search for a property by address or parcel number, then click on the "Property Detail" tab. Scroll down to find the "Taxable Imps Value" for the current year.

DETAILED DESCRIPTION OF WORK

APPLICANT

Contact Person: _____
Company Name: _____
Email: _____
Phone: _____
Mailing address: _____
City: _____ State: _____ Zip: _____

DESIGNED BY: ____ ARCHITECT ____ ENGINEER

Contact Person: _____
Company Name: _____
Email: _____
Phone: _____
Mailing address: _____
City: _____ State: _____ Zip: _____

CONTRACTOR

A City of Redmond Business License is required for contractors prior to working in the City. Get one here: [WA State DOR](#).

Company Name: _____
Email: _____
Phone: _____
Mailing address: _____
City: _____ State: _____ Zip: _____
UBI #: _____
State contractor's license #: _____
Expiration date: _____

LENDER INFORMATION ____ N/A

Lender Name: _____
Email: _____
Phone: _____
Mailing address: _____
City: _____ State: _____ Zip: _____

MORE INFORMATION

For more detailed permit submittal information see the [Building Permit Guide](#)

BUILDING INFORMATION

Basement: ☐ Yes ☐ No

Number of stories: _____

Sprinkler System: ☐ Yes ☐ No

Low fire flow area: ☐ Yes ☐ No

BUILDING SQUARE FOOTAGE

Table must be completed.

	Dwelling	Covered Deck/Porch	Uncovered Deck/Porch	Garage	TOTAL	Detached Structure
IRC Townhomes						
Existing						
New or Additional Square Footage						
Removed Square Footage						
TOTAL						

See King County Website for square footages: [King County Department of Assessments: eReal Property](#)

PERMIT INFORMATION

Electronic Plan Standards

- All plans must be drawn **to scale**, and have scale noted on each sheet
- All documents must be uploaded as a **PDF**
- All plans must be uploaded in **landscape** orientation (horizontal position)
- All plans must be **flattened and reduced**
- Paper plans, incomplete applications and applications delivered by courier will not be accepted

BUILDING OWNER OR AUTHORIZED AGENT

Expiration of Permit Review: Applications for which no permit is issued within 365 days following the date of application, shall expire and all fees paid shall be forfeited. Upon written request of the applicant and prior to expiration, the Building Official may grant a single 365 day extension to the plan review time as specified in RMC Chapter 15.12. No application shall be extended for a period of more than 365 days. See the Fee Schedule for extension fee information.

Expiration of Permit: Permits for which no inspection has been performed will expire 365 days from the date of issuance. If an inspection is passed before the expiration date of the permit, the expiration date will be extended to 365 days from the date of the latest successful inspection (except for Final Inspections). The customer can choose to pay a fee in order to extend the expiration date of the permit an additional 365 days. Once the permit is expired the customer has 365 days to pay a fee to reinstate the permit. Any permits expired for more than a period of 365 days will not be able to be reinstated and a new permit will need to be applied and paid for. Permits cannot be reactivated across code cycle changes.

*I hereby certify that I have read and examined this application and know the same to be true and correct,
and I am authorized to apply for this permit.*

Print Name: _____

Date: _____

Signature: _____