Information Session

- eReview at DDES
Pilot Project

- At this time eReview is limited to registered plans only.
- Pilot starts October 2, 2006.
- A report outlining recommendations – on where do we go from here needs to be submitted to the Director at the end of the year.
- Your input is needed and appreciated!
eReview at DDES

- We know that some of you have participated in eReview in other jurisdictions – and liked its advantages.

- Is strictly voluntary and limited to registered plans at this time.

- Let us know what’s working – what isn’t.
eReview at DDES - continued

- We will be asking for your input thru a survey in December.
  - Any preferences for the type – phone, e-mail, form to mail in

- Comments welcome at any time.
  - Phone (206) 296-6731
  - E-mail pam.dhanapal@metrokc.gov
What is the application process?

- A minimum deposit of $1,275 payable to King County Office of Finance.
- A completed Affidavit for Application.
- One compact disc (CD), containing the plans, calculations and coversheet.
- One paper copy of the plans and calculations (1/2 size acceptable).
- Package may be dropped off at cashier’s office.
Digital Files

- Must be MS Windows compatible.

- All digital documents shall be in Portable Document Format (PDF) and compatible with Adobe Acrobat Version 7.0 or earlier.

- CD should contain files with the building plans, engineering calculations and cover sheet.
What are the standards for digital plans?

- **Drawing Requirements**
  - Building Plans should be fully dimensioned.
  - Areas on the plans which require 3X framing members or sill plates shall be highlighted in a different manner than other areas.
  - Bookmarks are required that clearly identifies the content of each page.
Bookmarks
Scale, Size and Font

- Approved plans will need to be printed by the applicant for use on the job site – the size should be 18”x24” or 24”x36”.

- All text should be readable and we request no smaller a font than 10 pt.
Page and File Orientation

- All sheets should be oriented so that top of page corresponds with the top of the computer monitor.
- On each drawing sheet a 3”x3” area located in upper right corner adjacent to title block needs to be left blank.
- All plans (architectural, structural, etc) need to be in one file to facilitate review without opening an additional file.
Example of 3” by 3” clear space in upper right corner
Naming Conventions & Content

- The files on the CD should be named in the following manner:
  - Building_Plan.pdf – will contain the general notes, architectural and structural plans, details and attachments.
  - Engineering_Calculations.pdf - will contain the engineering calculations, key plans and attachments including the engineer of records stamp and signature.
Continued . . .

- Register_Cover_Sheet.pdf – will contain the completed cover sheet in the format provided by DDES.
- If you wish you may include your plan name or number in the file name.
- When corrections/revisions submitted the file name and rev01, rev02 etc should be added to the name.
  - Building_Plan_rev01.pdf
How do I get copies of the cover sheet?

- Cover sheets may be downloaded off of our web site as of 9-22-06

- A copy is included on the CD you will receive at this presentation

- Two different sizes will be available
  - 18” by 24” or 24” by 36”
Sample Cover Sheet (24"x36")

[Text content]
Sample Cover Sheet (18”x24”)

[Diagram of Sample Cover Sheet]

[Text内容]

[Diagram内容]

[Table内容]

[Diagram内容]
Footprint Plan 1" = 20'

- Indicate or label on the footprint the following areas:
  - Residence
  - Covered Porches

Optional cantilevered floors shall not exceed an area of 2'-0" x 8'-0"

Registered plan approval may expire with the change of any

Additional boxes are provided to draw and dimension additional footprints if the options listed below would change the foundation footprint, projections, or overhangs.

Revisions to Registers must be submitted for approval.

Special Conditions:

Option 1: _______________________________________

Additional Approvals:

Option 2: _______________________________________

Errors and omissions:

Name: ____________________________
Phone: ____________________________
Cell Phone: ________________________

WSEC compliance (Including options)

Heating system information (including: type of heating

Frost line design

Wind design

Weathering temp.

Vapor retarders to be used in floors, walls, and ceilings are demonstrated on sheet __________.

Maximum # of Bedrooms: ___________

Garage Separation from Residence:

Smoke Alarms:

Central furnace installations to be limited to locations that are in

- 1/2" GWB on the garage side of common walls, extending to roof

- 1/4" GWB at all interconnections between concealed vertical and horizontal spaces such as occur at soffits, dropped ceilings, and coved ceilings.

- Access to appliances intended for installation in closets, alcoves or

- 100% of the required ventilation can be accomplished at the

- 75% of the required ventilation can be accomplished at

- 50% of the required ventilation can be accomplished at

- 25% of the required ventilation can be accomplished at

- 10% of the required ventilation can be accomplished at

- 5% of the required ventilation can be accomplished at

- 1% of the required ventilation can be accomplished at

- 1/2% of the required ventilation can be accomplished at

- 1/4% of the required ventilation can be accomplished at

- 1/8% of the required ventilation can be accomplished at

- 1/16% of the required ventilation can be accomplished at

- 1/32% of the required ventilation can be accomplished at

- 1/64% of the required ventilation can be accomplished at

- 1/128% of the required ventilation can be accomplished at

- 1/256% of the required ventilation can be accomplished at

- 1/512% of the required ventilation can be accomplished at

- 1/1024% of the required ventilation can be accomplished at

- 1/2048% of the required ventilation can be accomplished at

- 1/4096% of the required ventilation can be accomplished at

- 1/8192% of the required ventilation can be accomplished at

- 1/16384% of the required ventilation can be accomplished at

- 1/32768% of the required ventilation can be accomplished at

- 1/65536% of the required ventilation can be accomplished at

- 1/131072% of the required ventilation can be accomplished at

- 1/262144% of the required ventilation can be accomplished at

- 1/524288% of the required ventilation can be accomplished at

- 1/1048576% of the required ventilation can be accomplished at
What will be returned for comments and correction?

- The final approved plans will need to have all review comments incorporated on them.

- We will be returning plans to you to incorporate these items.
  - Generally only the pages we have added notes to will be returned to you.
What will the corrected plans look like?
What will the corrected plans look like?
How are plans returned to you for correction?

- E-mail
  - During the review process if only a few pages need changes – we will e-mail those pages to you with our comments. (Maximum file size is 10 megabytes).
  - You may e-mail the corrected pages directly back to the plans examiner depending on the size.
FTP sites

If the plans to be corrected are too large to e-mail. We can post them on the county FTP site and send you the link so that you can download them.

When returning the plans if you have an FTP site you can post them on and send us the link we can retrieve them from that site.

DDES does not currently have the ability to have you post the plans on a county FTP site.
Or . . .

- We can send you a CD with the drawings and comments via the US Postal Service (snail mail).

- They can be left at the reception desk for you to pick up.

- YOUR CHOICE!
What gets returned to me when the plans are approved?

- You will be notified by the permit center when the register is approved.
  - If no fees due – we can mail out the CD with your approved plans on it – or you can pick it up at the reception desk.
  - If fees are due you can pick up the CD when you pay the remaining fees.

- With the approved plans on the CD you will be able to print as many site copies as you want – whenever you want.
How will the final approved plans look?
Summary of the process

- **Application**
  - Submit the plans on a CD as well as one paper set
  - Cover Sheet

- **Review**
  - Plans red-lined with notes for you to correct
  - Plans sheets corrected and resubmitted

- **Approval**
  - Approved plans returned on a CD
  - You can make as many site copies as you need
Closing comments

- Please pick up a CD that contains:
  - The presentation
  - The coversheets
  - Sample plan pages

- Any questions or comments?
Pilot Project Team

- Permit Center
  - Joelyn Higgins 206-296-7159
  - DeAnn Stevens 206-296-7013

- Plan Review
  - Mike Daggs 206-296-6734
  - Jane McPherson 206-296-7255
  - Richard Peter 206-296-7017
  - Michael Salmon 206-296-7064
  - Wendy Shi 206-296-6789
And a Special Thanks

- To all staff at DDES who have participated!

- To all register holders who choose to participate in our pilot eReview project.