



**City of Battle Ground**  
Community Development Department  
Building Division  
109 SW 1<sup>st</sup> Street, Suite 123, Battle Ground, WA 98604  
Phone # (360) 342-5046, Fax # (360) 342-5049

*For Office Use Only:*  
Date Received: \_\_\_\_\_

MSA #: \_\_\_\_\_

## MASTER SAME AS APPLICATION

**APPLICANT:** \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

\_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**DESIGNER:** \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_ Fax: (    ) \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

\_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**PLAN # or NAME:** \_\_\_\_\_

**Garage Orientation: Left:** (    ) **Right** (    )

**Roof Orientation: Gable Front** (    ) **Eave Front** (    )

**Building Area (sq. ft)** \_\_\_\_\_ **1st Floor** \_\_\_\_\_ **2<sup>nd</sup> Floor** \_\_\_\_\_ **Garage** \_\_\_\_\_

I certify that the master plans submitted are correct and in accordance with the laws, rules and regulations of the State of Washington. I further certify that these plans are authorized by the designer for multiple use as per the Washington State Engineers and Architects Law.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Plan Check Fee:** \_\_\_\_\_ **Receipt #** \_\_\_\_\_ **Date:** \_\_\_\_\_

## CHECKLIST FOR MASTER SAME AS APPLICATION

**Two (2) complete sets** of legible plans, 24" x 30" minimum, drawn to scale, showing conformance to the applicable local and state building codes. Lateral design details and connections must be incorporated into the plans or on a separate full size sheet attached to the plans with cross-references between plan location and details.

Applicant Fill Out  
Provided/NA

Staff Use Only  
Accepted Y/N = Initials

- |                          |  |   |
|--------------------------|--|---|
| <input type="checkbox"/> | <b>1. <u>Foundation Plan:</u></b> Show dimensions, anchor bolt dimensions and spacing, any hold-downs, expanded footings, reinforcement details, connection details, vent size and locations, location of crawl space access, and transition from one foundation dimension to another if different dimensions proposed.  | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>2. <u>Floor Plans:</u></b> Show all dimensions, room identification, window size and type, header size location of smoke detectors, water heater, furnace, exhaust ventilation fans, plumbing fixtures, balconies and decks, patio covers, location and construction details for stairs and handrails etc.  | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>3. <u>Cross Section Details:</u></b> Show size and spacing for all framing members such as floor beams, headers, joists, sub floor, wall/roof construction. Show details of wall and roof sheathing, roofing materials, roof slope, ceiling height, siding material, footings, foundation, stairs, fireplace construction, thermal insulation etc. More than one cross section may be required to clearly portray construction.   | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>4. <u>Elevation views:</u></b> Provide elevations for all sides. <u>Exterior elevations must reflect the actual grade. See architectural variety requirements BGMC 17-106-040</u>   | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>5. <u>Wall bracing (prescriptive path) and/or engineered lateral sheets:</u></b> Details and locations for lateral force resisting elements must be shown on plans. For non-prescriptive path analysis, specifications and calculations to engineering standards must be provided as well. All engineering is for reference only. <u>All engineering details, schedules, and layouts shall be provided on full size plan sheets.</u>  | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>6. <u>Floor/framing plans</u></b> are required for all floor assemblies. Plans shall indicate member sizing, spacing and bearing locations. Show location of attic ventilation and size and location of attic access.   | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>7. <u>Basement and retaining wall</u></b> cross sections and details showing placement of rebar, footing sizes, etc. shall be provided. For engineered systems, see item 11 below.  | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>8. <u>Beam calculations:</u></b> Provide two sets of beam calculations for all beams spanning 6 feet or more or any beam supporting a point load.   | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>9. <u>Manufactured/engineered floor/roof truss design details:</u></b> All engineered framing systems shall be required at intake. Floor systems shall include two copies of the manufacturers layout and installation guide. Roof trusses shall include the layout, truss details, and jack truss details. The layout shall indicate the location of each truss detail. <b>Details must include the load and uplift on each truss.</b> Each detail shall be clear, legible, and bear a current Washington State engineer's stamp.            | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>10. <u>Energy and Ventilation code compliance:</u></b> Identify all proposed insulation values for prescriptive compliance. Provide analysis/calculations for non-prescriptive methods. Indicate method and capacity of whole house ventilation system. Indicate louvered/vented windows where used.  | <input style="width: 100%; height: 30px;" type="text"/> |
| <input type="checkbox"/> | <b>11. <u>Engineering calculations:</u></b> When engineering is submitted, two complete sets shall be provided for review. All engineering shall be site specific and one copy shall bear the engineer's wet stamp. All engineering details, schedules and layouts shall be provided on the full size plan sets. (The engineer of record shall wet stamp each full size page referencing engineering or a copy of the engineering packet cover will be allowed if copies are made directly from the engineering packet to plan sheet dimensions. | <input style="width: 100%; height: 30px;" type="text"/> |

I CERTIFY THAT THE ITEMS CHECKED ABOVE REPRESENT A COMPLETE SUBMITTAL PACKAGE FOR THE APPLICATION BEING MADE. I UNDERSTAND THAT THIS INFORMATION IS BEING REVIEWED TO DETERMINE COMPLETENESS ONLY. I UNDERSTAND THAT IF THE SUBMITTAL IS DETERMINED TO BE INCOMPLETE, PLANS WILL NOT BE ACCEPTED AND THE PLAN REVIEW PROCESS WILL NOT START.

Applicant Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Accepted: \_\_\_\_\_ Rejected (WHY) \_\_\_\_\_

## MASTER SAME-AS PLANS REQUIREMENTS

**Effective July 1, 2004** the following procedures and requirements will apply to the “stock plan” or “Master -Same as” process:

### **Documents to Submit For New Master Same-As Plan:**

Submit 2 copies of building plans, the site plan, and all support documentation, including truss drawings, all engineering calculations, beam calculations, engineered floor truss layouts, soils reports etc. See “*CHECKLIST FOR NEW 1 AND 2 FAMILY DWELLING APPLICATION*” for building plan and site plan requirements. (If applying for a *plan check only* then plot plans will not be required).

### **Master-Same-as requirements:**

1. Definition: Master plans are plans that have been submitted and approved for repeated use for six months from date of last issuance with the building division in recorded subdivisions that are less than 3600 sq. ft. (not including garage) single family dwelling occupancies with no part less than 3 feet from property line.
2. After the original master stock plan is approved, two plot plans and two sets of building plans including all support documentation are required for each permit application. Photocopies of approved Master Plans with City of Battle Ground notations are required. (Check with your designer or architect. Permission may be required to make copies.)
3. Same-as plans shown as flat lots must have a finish grade change of not more than 2 feet across the structure.
4. Building plans shall be on standard 24”x36” paper drawn at ¼” = 1’-0” scale. 18” x 24” plans will be accepted only at ¼” = 1 foot scale. Plan must be original drawing with no changes, markings, small sheets, or attachments. No mirror images will be accepted. “Right” and “Left” or “flipped” drawings will be treated as separate master stock plans. Dirty plans or plans previously used at the job site will not be accepted. Plans shall be designed to meet current code requirements. Photocopies of the approved stock plan with City of Battle Ground notations are required.
5. No alterations or options are allowed except for bay windows, non-masonry fireplaces, patio covers and single story 3rd car garages. These must be shown as options on the *first time* review. The first time through you will pay for the higher square footage. After the first review you will pay for the square footage on the garage as 2 or 3 bays. **Any other changes** will result in a separate permit and full plan review fee. Basements are not a permitted option. A separate permit and plan review will be required.
6. All engineering provided must be specific to the proposed design option. All engineering provided must be site specific. The engineer of record shall indicate the subdivision and lot(s) for each submittal on the cover sheet. All engineering shall include one wet stamp copy and a photocopy of the original.
7. The approved set of plans must be posted on site for the duration of the project.

### **Helpful Hints and clarifications:**

A change in the roof configuration is not an option.

Most changes in the building footprint are not an option. (Except items mentioned above).

Minor changes in interior non-bearing partitions are acceptable.

Please mark options (or remove full sheets) at time of permit application.

**Fees on Same-As Plans:** The Master Same As review will be charged a full plan check fee. Each Permit application will be charged at a set fee of \$200.00 for plan review.

**Revisions:** Changes in the building that occur after the permit is issued must be documented. To prevent delay, submit revised drawings to the building Division as soon as changes are initiated. An accurate record of what is being built is required.