PLANNING & BUILDING SERVICES

RESIDENTIAL BUILDING PERMITS

GENERAL INFORMATION

Residential construction must conform to standards adopted by the City of Liberty Lake and the State of Washington, such as the International Residential, Plumbing, and Mechanical Codes, the Washington State Energy Code, and the Development Codes. Building sites must conform to applicable regulations governing the division of land. Other local ordinances could impact a project depending upon its specific nature and location. Remodels, additions, or repair to residential structures require information similar to that for new construction. For a summary of the Residential Code and requirements for In-Slope Buildings, please refer to the City's International Residential Code Summary Brochure.

A building permit is required any time you construct a new structure or enlarge, remodel, relocate, or demolish an existing structure, except for some accessory structures (see brochure on Accessory Structures). Permits are required to be obtained prior to commencing construction. This handout serves as a brief overview on Residential Building Permits, for more information on specific requirements, please refer to the City of Liberty Lake Building & Development Codes.

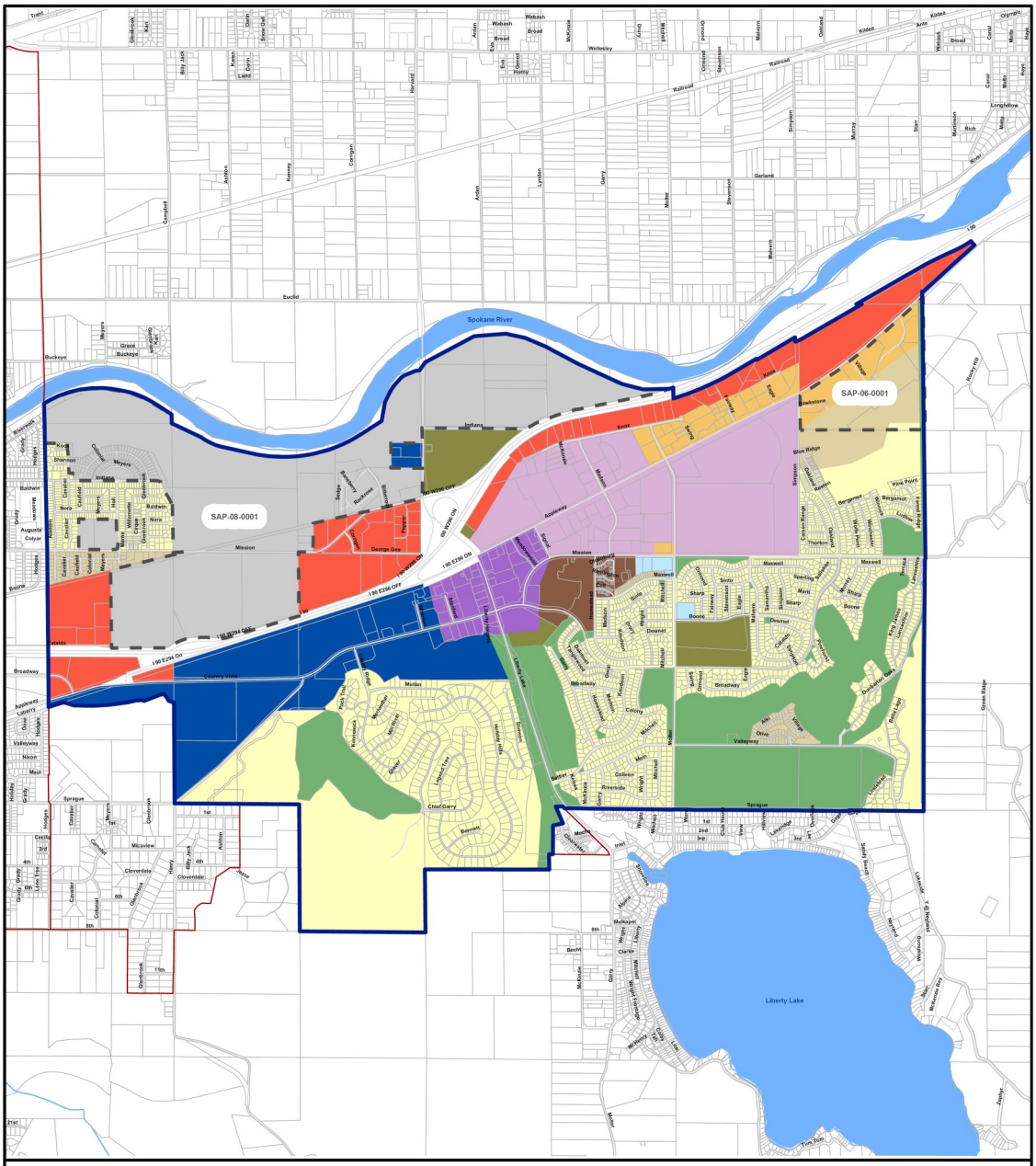
City Development Codes are available on the City's Website at www.libertylakewa.gov/development/. Within the City limits, there are currently three codes:

- City of Liberty Lake Development Code
  - A comprehensive land use and development code that governs all of the land within the incorporated limits of the City of Liberty Lake, with the exception of the adopted SAP ordinances identified below.

  Specific area plan overlay districts (SAP) describe in more detail the type of development planned for a specific area than is typically found in a comprehensive plan or zone map. The City has two specific area plan overlay districts and their locations are identified on the City Zoning Map (see Pages 2 & 3).

- River District SAP-08-0001
  - Located in the northern portion of the City. River District SAP-08-0001 serves primarily as a standalone development code for that portion of the City, although some portions do reference the City Development Code.

- Hawkstone (formerly called Liberty Village) SAP-06-0001
  - Located along the eastern edge of the City. Hawkstone SAP-06-0001 functions as supplemental standards to the City Development Code.



Due to map scale, some streets may not be labeled.

This map is for informational purposes only and is not a legal document.

Zoning Map

Amended Map Adopted - December 19, 2006 (Updated 10/20/09)

For information please contact
The City of Liberty Lake
Community Development Department
509-755-6708

Legend

- City of Liberty Lake
- UGA Boundary
- Parcels
- Streets
- Water Bodies
- SAP-08-0001
- SAP-06-0001
- R-1
- R-2
- R-3
- M-1
- M-2
- M-3
- C-1
- C-2
- I
- P
- O

Map Location

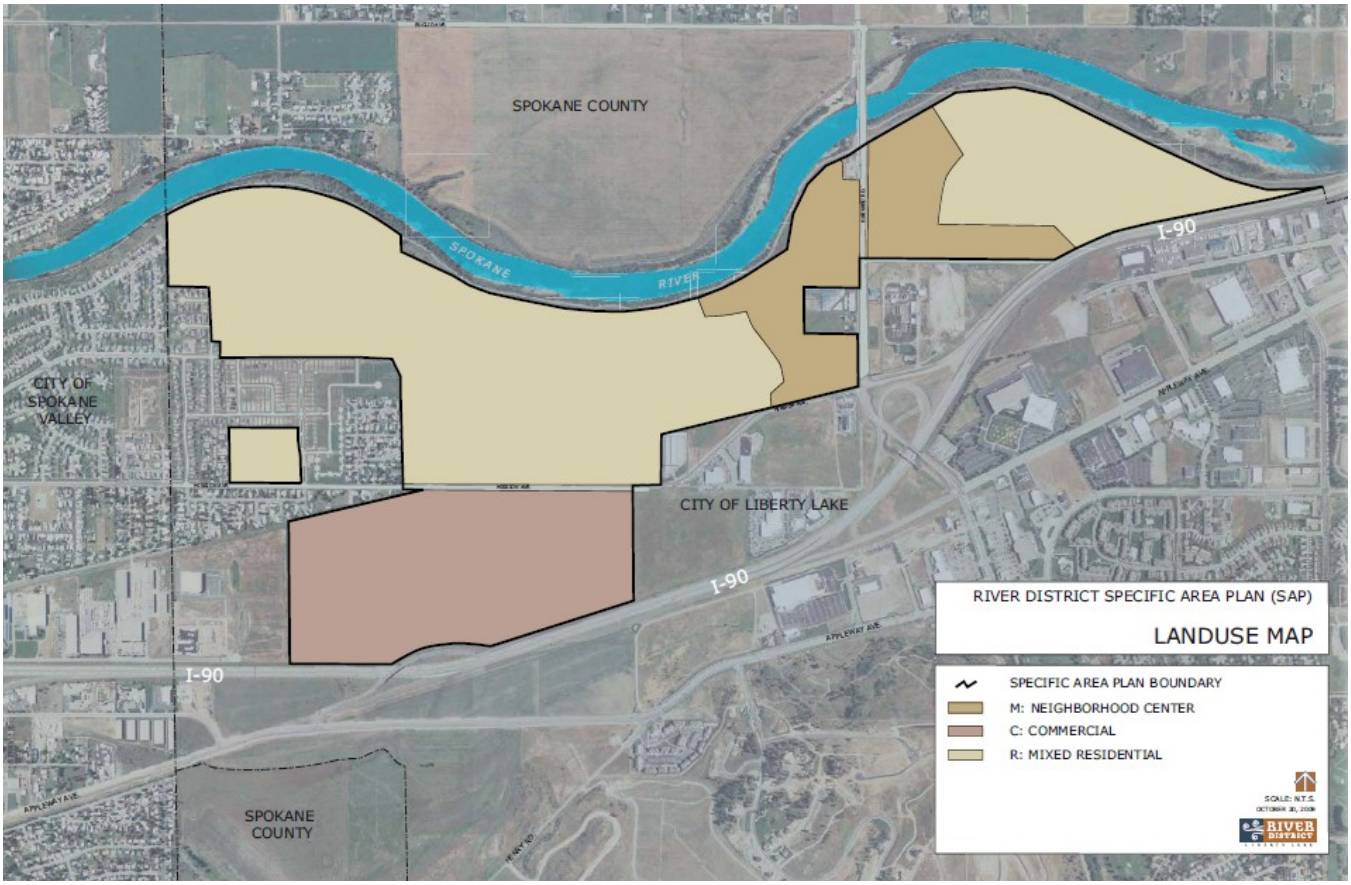
Map area is contained within T 25 N, R 45 E, W.M.

The City of Liberty Lake

Zoning Map

N
W E
S

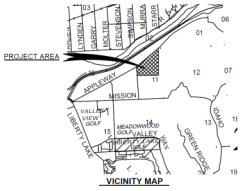
0 1000 2000 3000 4000
Feet



SPECIFIC AREA PLAN

CONCEPTUAL DEVELOPMENT PLAN

IN THE NORTHWEST 1/4,
SECTION 11, TOWNSHIP 25 NORTH, RANGE 45 EAST, W.M.
CITY OF LIBERTY LAKE, WASHINGTON



LEGEND

LIBERTY LAKE CITY LIMITS
PROPERTY BOUNDARY
EXISTING RIGHT-OF-WAY
EXISTING ROAD CENTERLINE
EXISTING LOTLINE

BLOCK DENSITY
SAP RESIDENTIAL - 15 UNITS/ACRE
SAP RESIDENTIAL - 12 UNITS/ACRE
SAP MIXED USE - 30 UNITS/ACRE
SAP PARK / LANDSCAPE BUFFER

GRAPHIC SCALE
(IN FEET)
HORZ. 1 inch = 200 ft.

No.	DESC.	DATE	BY
1			
2			
3			
4			

STORHAUG ENGINEERING
LAND SURVEYING
CIVIL ENGINEERING
10 EAST TWIGGS
PHONE 509-242-1000
LANDSCAPE ARCHITECTURE
LAND USE PLANNING
SPOKANE, WA 99201
FAX 509-242-1001

SHEET TITLE: CONCEPTUAL DEVELOPMENT PLAN
SPECIFIC AREA PLAN

PROJECT TITLE: LIBERTY VILLAGE
CITY OF LIBERTY LAKE, WASHINGTON

SEAL

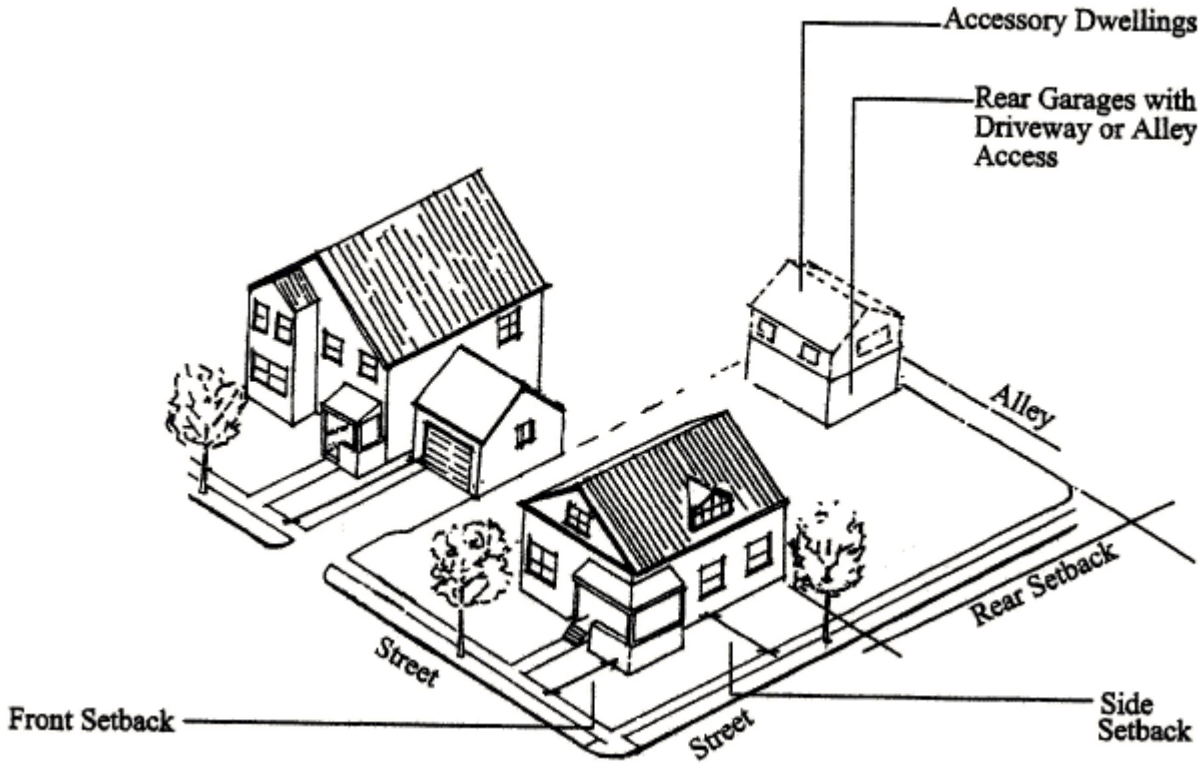
DATE: 08/01/06
DRAWN: JAL
CHECKED: EMF
PROJECT NUMBER: 06-131
DRAWING NO.: 1 OF 10
EXHIBIT

DEVELOPMENT STANDARDS

Residential projects are designed and reviewed based on their location and the development code they must comply with. The one common thread is the basic setback requirements. Building setbacks provide space for private yards, and building separation for fire protection/security, building maintenance, sunlight, and air circulation. They are also intended to promote human-scale design and traffic calming by downplaying the visual presence of garages along the street and encouraging the use of extra-wide sidewalks and pocket parks in front of markets and other non-residential uses. The standards encourage placement of residences close to the street for public safety and neighborhood security.

Building setbacks are the distance between a building (or other feature of development) and a property line, right-of-way, auto-court lane, or street, as applicable; however no structures shall be located within easements. Setbacks for decks and porches are measured from the edge of the deck or porch to the property line. If an existing border easement is in place, the setback is measured from the back of the border easement.

Garage dominated houses may not be permitted on new development and when they are permitted, specific design, size, and ratio standards apply. For more information on the standards, please contact the City of Liberty Lake at 509-755-6707 to speak with a City Planner.



Refer to Page 5 for setback definitions. This brochure is intended to serve as a starting point for residential projects. For specific development standards (i.e. setbacks, lot coverage, building height, density, etc.) for your zone and for detailed information on a particular code requirement, refer directly to the City Development Code, River District SAP-08-0001, or the Hawkstone SAP-06-0001, as applicable, or contact the City of Liberty Lake Planning & Building Services for more information.

General Definitions:

- Front Lot Line - A line separating the lot from the street, auto-court lane, or public or private right-of-way. In the case of a corner lot, the shortest continuous line separating the lot from the street, auto-court lane, or public or private right-of-way shall be the lot front line. In case of corner lots having equal lines abutting a street, auto-court lane, or public or private right-of-way, that property line which when extended creates the front property line for the greatest number of interior lots in the same block shall be considered as the lot front line of such corner lot. Where a lot does not abut a public right-of-way, auto-court lane, or street the lot front line shall be the lot line nearest to a street, auto-court lane, or public right-of-way.

- Rear Lot Line - A lot line that is opposite and most distant from the lot front line. For the purposes of establishing the lot rear line the following shall apply:

  1. In the case of a lot with a rear boundary formed by a single line that is parallel to the lot front line, such rear boundary is the lot rear line.

  2. In the case of a lot, the rear boundary of which is formed by 2 or more lines, the lot rear line shall be a line 10 feet in length within the lot and farthest removed from the lot front line and at right angles to the line comprising the depth of such a lot.

  3. In the case of a trapezoidal lot, the rear line of which is not parallel to the lot front line, the lot rear line shall be deemed to be a line at right angles to the line comprising the depth of such lot and drawn through a point bisecting the recorded lot rear line.

  4. In no case shall the application of the above be interpreted as permitting a main building to locate closer than 5 feet to any property line unless such building portion is below grade with no visible portion above grade.

- Side Lot Line - Any lot boundary line not a lot front line or a lot rear line.

- Setback - The distance between a building (or other feature of development) and a property line. Minimum and maximum setbacks may be required for front, flanking, side, and rear yards.

  - SAP-08-0001 - The distance between a building (or other feature of development) and a property line, right-of-way, auto-court lane, or street. Minimum and maximum setbacks may be required for front, flanking, side, and rear yards. In attached single family clustered housing configurations, the front setback shall be only for the single building elevation that is nearest to the right-of-way, auto-court lane, or street. Flanking street setbacks for attached single family clustered housing configurations shall similarly be from the right-of-way, auto-court lane, or street to the adjacent building elevation. Clustered housing buildings can contain multiple units located on individual lots (i.e. townhomes).

APPLICATION PROCESS

In order for an application for a building permit to be considered complete, the following documents need to be submitted:

- Completed Building, Mechanical & Plumbing Permit Applications
- Copy of Sewer / Water Permit
- Residential Energy Code (complete project address portion)
- Site Plan - (1) hard copy, 8.5" x 11" min. size with information as applicable & (1) PDF CD:
  - Scale & North Arrow. Scale must be correct for plan size and plan must be legible.
  - Contact information for project designer.
  - The proposed development site, including boundaries, dimensions, and gross area.
  - The location and dimensions of all proposed public and private streets, drives, rights-of-way, and easements. Indicate lot drainage (engineered plan if required).
  - Lot corners and elevations, including finished floor elevation.
  - The location and dimensions of all existing and proposed structures, utilities, pavement, and other improvements on the site. Setback dimensions for all existing and proposed buildings shall be provided on the site plan and all proposed buildings must show porches, walks, decks, overhangs, etc.
  - Existing buildings scheduled for demolition or removal must be indicated.
  - Other information, determined by the City. The City may require studies or exhibits prepared by qualified professionals to address specific site features (e.g., traffic, noise, environmental features, natural hazards, etc.), in conformance with the Development Code.
- Construction Drawings - (1) hard copy, 11" x 17" min. size & (1) PDF CD:
  - Foundation plans w/ footing size and rebar.
  - Floor plans w/ room uses, dimensions, window and door sizes (label egress).
  - Plumbing fixture & mechanical equipment locations.
  - Electrical fixture locations.
  - Ventilation & radon mitigation.
  - Elevations.
  - Cross sections w/ typical wall section from footing through roof showing full details.
  - Structural details w/ framing plan showing connection details, braced wall panel locations, I-Joist layout sheets, header sizes, beam sizes, and truss sheets.
  - Energy calculations (forms can be obtained from http://www.energy.wsu.edu/BuildingEfficiency/EnergyCode.aspx).
  - For those projects not categorically exempt from the State Environmental Protection Act (SEPA), a completed Environmental Checklist must be supplied and Project Permit procedures shall apply. Most residential projects are exempt from SEPA, The City will notify you if your project requires SEPA.

  Note: Required engineered details need stamp & signature of engineer (braced wall panels) and when plans are prepared by Washington State registered design professionals, Liberty Lake requires, that at a minimum, the cover sheet of the construction drawings shall include the original signed seal of the Architect and/or Engineer of record for the project. Other sheets may also require original seals. Plans must include a scale that is correct for the plan size (1/8" minimum). Plans must also be legible and include contact info for the project designer(s).

- Additional items:
  - Grading permits may be required for site work.
  - Curb cuts and driveway approaches may require an Approach Permit obtained through the City.
  - Any work conducted within the public right-of-way may require a Right-of-Way Permit obtained through the City.
  - Electrical permits can be obtained from the WA State Dept. of Labor and Industries, (324-2640). For connection to the power distribution lines, contact the serving utility.

When an application and plans are complete, and the proposal clearly conforms to the codes and ordinances adopted by the City of Liberty Lake, allow 5 to 10 days for review by the Building Inspector and permit issuance. Building permit fees are based on the valuation of the project. The valuation is determined by using data taken from the Building Valuation Data Sheet printed in the "Building Safety Journal" published by the International Code Council twice a year. Please refer to the current Planning & Building Services Fee Schedule or consult with City staff for more information.

RESIDENTIAL INSPECTIONS

The following inspections are required for residential construction:

- Footing
- Stemwall
- Underground - plumbing, radon, insulation, sealant
- Rough-In - framing, braced wall, mechanical, plumbing
- Insulation - penetrations, glazing
- Blower Door Test - notify Planning & Building Services when the test has been scheduled
- Final Inspection - grading, site clean-up, mechanical, plumbing, drywall

It is the responsibility of the permittee to see that the required inspections are made. Failure to notify Planning & Building Services that construction has progressed to a point where inspection is required may necessitate the removal of certain parts of the construction at the owner's expense. When you are ready for any of the preceding inspections, please call 755-6705, and give your name, project address, permit number and type of inspection needed. We can usually schedule an inspection within 24 hours. Under certain circumstances, parts of your project may require additional inspections.

For more information on the Residential Energy Code Duct Testing Standards, refer to the Duct Testing Standards brochure or contact Planning & Building Services.

Your permit will be considered null and void by limitation if the work authorized by the permit is not commenced or is stopped for a period of 180 days, unless a written request for an extension of the permit is received and approved by the building official prior to expiration. At a minimum, an inspection should be requested at least once every 180 days to assure the validity of the permit.

Please note that while every effort is made to assure the accuracy of the information contained in this brochure it is not warranted for accuracy. This document is not intended to address all aspects or regulatory requirements for a project and should serve as a starting point for your investigation.

For detailed information on a particular project, permit, or code requirement refer directly to applicable file and/or code/regulatory documents or contact the City of Liberty Lake Planning & Building Services.

FOR MORE INFORMATION PLEASE CONTACT:

LIBERTY LAKE PLANNING AND BUILDING SERVICES
22710 E. COUNTRY VISTA DRIVE, LIBERTY LAKE, WA 99019
TELEPHONE: (509) 755-6700, FAX: (509) 755-6713
WWW.LIBERTYLAKEWA.GOV