



Residential Alteration/Addition

Building Permit Applications to be submitted online at:
<https://aca-oregon.accela.com/oregon/>
Or by email to:
Permits@lakeoswego.city

- **Step 1 - Tree Removal/Protection:**
 - If Tree Permits are required: Submit a completed Tree Removal application and a Tree Protection application **directly to the Planning Department at:** trees@lakeoswego.city
 - Please contact the Planning Department with questions about tree permits (503) 635-0290.
- **Step 2 - Building Permit submittal:**
 - Application: provide the information requested including valuation, square footages (each structure), number of bedrooms & bathrooms, etc.;
 - Plan sheet size: provide **digital format** construction documents size to be consistent for all sheets;
 - Contractor information: include contractor and if not available, enter TBD
 - Application checklist: review & complete the application checklist in the application packet and provide the Site Plan requirements; and,
 - Erosion control (if required): submit a completed Erosion Control application and separate mitigation plan **directly to the Engineering Department at:** troberts@lakeoswego.city
 - Please contact the Erosion Control Specialist at (503) 675-3991 for more information.

Notes:

- Tree permit(s) required prior to Building permit issuance: Tree Protection and/or a Tree Removal permits must be approved before the Building Department will issue the associated Building permit; and,
- Building permit expiration and extension: A building permit will expire:
 - 180 days from the date of issuance if work hasn't begun; or,
 - if work is suspended or abandoned for 180 days or more.

If construction is on or near Lake Corporation Property, please be sure to discuss your project with their office.

A 180-day permit extension is available by submitting a written request to the Building Official. Please include estimated completion date of the project in your written request. Not all extension requests will be granted.

Oregon's Updated Asbestos Rules Fall 2018

The Oregon Department of Environmental Quality regulates the handling, removal and disposal of asbestos-containing material to protect public health and the environment.

What's asbestos?

Asbestos is a natural occurring mineral that has been used extensively in a variety of construction materials in the U.S. When asbestos-containing material is disturbed, tiny hazardous asbestos fibers are released into the air and may cause lung cancer and other illnesses. There's no known safe level of exposure to asbestos.

Asbestos requirements

In fall 2018, Oregon adopted additional asbestos regulations.

DEQ requires property owners and contractors to identify asbestos-containing material and to properly handle, package and dispose of asbestos waste from demolition and renovation projects.

New requirement 1: Residential renovation asbestos survey

All residential buildings constructed prior to Jan. 1, 2004 must now have an asbestos survey conducted by an accredited asbestos inspector prior to demolition and renovation activities. There is one primary exception: owner-occupants doing their own home renovation work are exempt from this rule. However, this exemption does not apply when the residence is going to be demolished.

Previous rules exempted residential renovation projects from the asbestos survey requirement. Requiring an asbestos survey for residential renovation projects ensures property owners and contractors know whether or not materials that will be impacted by renovation contain asbestos. This requirement reduces the risk that homeowners, contractors, neighbors and disposal site workers could be inadvertently exposed or sites contaminated with asbestos.



New requirement 2: Updated disposal requirements for nonfriable waste materials

Nonfriable asbestos waste must now be packaged the same as friable waste. Friable materials are those that can be easily crushed, crumbled, or pulverized and release asbestos fibers.

Nonfriable materials can become friable if improperly handled, increasing the risk of exposure to asbestos fibers. Applying the same packaging standard for nonfriable and friable materials streamlines the packaging requirements for all asbestos waste and ensures a safer work environment for employees, residents, neighbors and disposal facility workers.

New requirement 3: Accredited laboratories for asbestos testing

By Jan. 1, 2021, asbestos survey bulk samples must be analyzed by a laboratory that participates in a nationally recognized accreditation or testing program.

This new requirement establishes a common level of competency and reliability in analysis to properly identify asbestos content. DEQ will maintain a public list of accredited laboratories on its website beginning Jan. 1, 2021.



State of Oregon
Department of
Environmental
Quality

Asbestos Program
700 NE Multnomah St.,
Suite 600
Portland, OR 97232
Phone: 503-229-5696
800-452-4011
Fax: 503-229-6124
www.oregon.gov/DEQ

New requirement 4:

Asbestos survey reports

Asbestos survey reports must now meet standard requirements. This requirement ensures all asbestos surveys evaluate and report consistent information. Learn more about asbestos survey requirements at: <https://go.usa.gov/xdFAq>

Overview of Oregon's asbestos rules

Asbestos survey:

DEQ requires an accredited inspector conduct an asbestos survey prior to demolition and renovation activities on:

- Residential renovation and demolition projects on buildings constructed before Jan. 1, 2004.
- All commercial renovation and demolition projects regardless of construction date.

Asbestos abatement project notification:

The owner, operator or contractor for the facility must submit notifications to DEQ prior to beginning asbestos abatement work. Required notifications include:

- ASN-1 Project Notification for abatement of friable asbestos-containing material.
- ASN-6 Project Notification for nonfriable asbestos abatement.

Owner-occupants performing renovation projects on their homes are exempt from the notification requirements. Find information about required notification forms at: <https://go.usa.gov/xdFAy>

Friable asbestos abatement:

Friable asbestos-containing materials are easily crushed, crumbled or pulverized. Only DEQ-licensed asbestos abatement contractors and owner-occupants doing work inside their own residence may perform friable abatement projects.

An owner-occupant is a person who owns and lives in a single unit private residence. The owner-occupant is required to properly package the asbestos waste material before transferring the material outside their home and must dispose of the asbestos waste at a disposal facility permitted by DEQ to accept asbestos waste.

Work practice requirements for licensed asbestos abatement contractors removing friable materials:

- Friable asbestos abatement must occur within a negative-pressure enclosure through a HEPA filtration system. The enclosure must have a two-foot by two-foot viewing window installed per 5,000 square-feet of enclosure space, when spatially feasible.
- Wet methods must be applied during asbestos removal and packaging.

Nonfriable asbestos abatement:

Nonfriable asbestos-containing materials have a binder that holds the asbestos fibers within a solid matrix so asbestos fibers will not easily release unless mishandled or damaged. Nonfriable asbestos abatement projects can be conducted by licensed asbestos abatement contractors, Construction Contractors Board licensed contractors, homeowners, business owners and property owners, provided the nonfriable material is not rendered friable during removal, packaging and disposal.

Waste handling and disposal:

Open accumulation and storage of friable asbestos-containing material and asbestos-containing waste material is prohibited. Asbestos-containing waste material must be packaged in a minimum of two 6-mil thick plastic bags or similar leak-tight packaging with an asbestos hazard warning label, and must be disposed of at a disposal facility permitted by DEQ to accept asbestos waste.

Prior to transport, asbestos waste containers must have a label attached with the name of the generator (person doing the removal) and the address from where the waste was removed. A completed Asbestos Waste Shipment Report Form (ASN-4) must be provided to the permitted disposal facility at the time of disposal.

Contact the permitted disposal facility prior to delivering asbestos waste. Disposal facilities may have additional requirements and may only accept asbestos waste by appointment.

More information

Visit <https://go.usa.gov/xdFAq>

Find all DEQ's asbestos requirements in [Oregon Administrative Rules 340, Division 248](#). People handling asbestos must also follow other state and local government requirements, including requirements of [Oregon OSHA](#) and [Construction Contractors Board](#).

If you have questions or need technical assistance, contact asbestos program staff listed below.

Alternative formats

DEQ can provide documents in an alternate format or in a language other than English upon request. Call DEQ at 800-452-4011 or email deqinfo@deq.state.or.us.

Asbestos Program contacts

Office	Address	Phone	Counties
Portland	700 NE Multnomah St. Suite 600 Portland, OR 97232	503-229-5982 or 800-452-4011	Clackamas, Clatsop, Columbia, Multnomah, Tillamook, Washington
Salem	4026 Fairview Industrial Dr. Salem, OR 97801	503-378-5086 or 800-349-7677	Benton, Lincoln, Linn, Marion, Polk, Yamhill
Medford	221 Steward Ave. Ste. 201 Medford, OR 97501	541-776-6107 or 877-823-3216	Jackson, Josephine, Eastern Douglas County
Coos Bay	381 N Second St. Coos Bay, OR 97420	541-269-2721, ext. 222	Coos, Curry, Western Douglas County
Bend	475 NE Bellevue Dr. Suite 110 Bend, OR 97701	541-633-2019 or 866-863-6668	Crook, Deschutes, Harney, Hood River, Jefferson, Klamath, Lake, Sherman, Wasco
Pendleton	800 SE Emigrant Ave. Suite 330 Pendleton, OR 97801	541-278-4626 or 800-304-3513	Baker, Gilliam, Grant, Malheur, Morrow, Umatilla, Union, Wallowa, Wheeler
Lane Regional Air Protection Agency (LRAPA)	1010 Main St. Springfield, OR 97477	541-736-1056	Lane

Asbestos Survey Requirements

All commercial buildings regardless of construction date, and residential buildings constructed before Jan. 1, 2004, must have an asbestos survey conducted by an accredited inspector prior to any demolition or renovation activities.

A copy of the asbestos survey report must be on-site during all renovation or demolition activities, and must be provided to DEQ upon request.

Owner-occupants of a single unit private residence performing a renovation inside their home are exempt from the asbestos survey rule. However, DEQ recommends owner occupants have an asbestos survey performed or take samples of [suspect materials](#) and send the samples to a lab for analysis prior to renovation projects. Owner-occupants are required to follow all asbestos packaging, labeling and disposal requirements, and lab analysis is the only way to identify if asbestos is present in materials. The owner-occupant exemption does not apply if the residence is going to be demolished.

Demolition and renovation

Demolition is defined as wrecking or removing a load-supporting structural feature of a facility together with related handling operations or the intentional burning of a facility.

Renovation is defined as altering one or more facility components that does not involve removing load-supporting structural features. Renovation includes the replacing, stripping, or repairing of facility components, such as mechanical ventilation systems, pipes, ceilings, walls, flooring and insulating materials.

Who can perform the survey and generate the asbestos survey report?

Only an accredited asbestos inspector may perform the asbestos survey and generate an asbestos survey report.

What does the survey involve?

DEQ requires at least one bulk sample of each homogeneous material suspected to contain asbestos to be collected and analyzed at a laboratory before any demolition or renovation activity. For sprayed or troweled on surfacing materials, at least three random bulk samples for each homogeneous area must be collected.

Starting Jan. 1, 2021, each asbestos bulk sample must be analyzed by a laboratory that participates in a nationally recognized accreditation or testing program. At that time, DEQ will maintain a public list of accepted laboratories on its website.

When complete demolition or extensive renovation is planned, an asbestos survey of the entire facility is required. When partial renovation is planned, such as a kitchen remodel, a survey is required for that area of the structure only. Alternatively, material can be presumed to contain asbestos, in which case it must be treated, removed, handled, managed, transported and disposed of as asbestos-containing material.

Asbestos survey reports

Asbestos survey reports must now meet standard requirements. This requirement ensures all asbestos surveys evaluate and report consistent information.

An asbestos survey report must include all of the following:

- Dates the asbestos survey was performed
- A copy of the accredited inspector(s) certificate and phone number(s)
- The project site address and location where the survey was performed
- The facility owner or operator's name and phone
- Description of the facility and area surveyed, including past and current use, area square footage, approximate construction date and number of floors
- The purpose of the asbestos survey



State of Oregon
Department of
Environmental
Quality

Asbestos Program

700 NE Multnomah St.,
Suite 600
Portland, OR 97232
Phone: 503-229-5696
800-452-4011
Fax: 503-229-6124
www.oregon.gov/DEQ

- Description of any limitation of the asbestos survey
- A table listing all of the materials sampled and identified as asbestos-containing or presumed asbestos-containing including the percent asbestos and type of asbestos, description of the material color, texture and pattern, the location of the material, description of the material condition as in good condition or in poor condition, identification of the material as friable or nonfriable and the approximate quantity of the material;
- A recommended response action
- A complete copy of the laboratory report including the laboratory name, address and phone number, unique sample analysis identification number, bulk sample analysis results, name of the analyst and the completed chain of custody for the samples.

Additional information

Visit <https://go.usa.gov/xdFAq>

Find all DEQ's asbestos requirements in [Oregon Administrative Rules 340, Division 248](#).

An asbestos survey may not be required if the project meets certain conditions. If you have questions or need technical assistance, contact DEQ asbestos program staff listed below.

If asbestos-containing materials are disturbed or mishandled, the public and the environment may be exposed to asbestos fibers. Violations of asbestos rules and statues may subject the property owner or operator or the contractor to civil penalties.

Alternative formats

DEQ can provide documents in an alternate format or in a language other than English upon request. Call DEQ at 800-452-4011 or email deqinfo@deq.state.or.us.

Asbestos Program Contacts

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Coos Bay	381 N Second St. Coos Bay, OR 97420	541-269-2721, ext. 222	Coos, Curry, Western Douglas County
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BUILDING PERMIT APPLICATION

380 A Avenue, Lake Oswego, OR 97034

503-635-0390

Submit Permits to: permits@lakeoswego.city

Online: www.buildingpermits.oregon.gov

PERMIT #

DATE:

AMT PD:

AMT DUE:

CATEGORY OF CONSTRUCTION

RESIDENTIAL

COMMERCIAL

TYPE OF WORK

New 1- and 2-family Dwelling

Demolition

Addition/alteration/replacement

Deck/patio cover

Accessory structure/garage/pool

Boathouse/dock**

Multi-family

Interior T.I. (Comm)

Other (Add Description)

Lake Corp Approval**

JOB SITE INFORMATION AND LOCATION

Project/tenant name:

Job site address:

Suite #

Tax Map No.

WORK DESCRIPTION

PROPERTY OWNER

TENANT

Name:

Address:

Phone:

CONTACT PERSON

Name:

Phone:

E-mail:

CONTRACTOR INFORMATION

Business name:

CCB:

Address:

Phone:

E-mail (Required):

Authorized

Signature:

Print name

Date:

All contractors and subcontractors are required to be licensed with the Oregon Construction Contractors Board under ORS 701 and may be required to be licensed in the jurisdiction in which work is being performed. If the applicant is exempt from licensing, the following reasons apply:

RESIDENTIAL REQUIRED DATA

Permit fees* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation: \$

	EXISTING	NEW OR ADDING
Number of bedrooms:		
Number of baths:		
Total # of Floors		
Dwelling SF area		
Garage/carport area		
Covered porch area		
Deck area		
Other structure area		

COMMERCIAL REQUIRED DATA

Permit fees* are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation: \$

Area (SF)
Existing Building:
New Building Area:
Number of stories:
Type of construction:

THIS PERMIT APPLICATION EXPIRES if a permit is not obtained within 180 days after it has been accepted as complete. *Fee methodology set by Tri-County Building Industry Service Board Form B70-1001

Building Permit Fee*

Please refer to master fee schedule

**** Check Box if you have obtained Lake Corporation approval**

PLUMBING FIXTURE UNIT CALCULATOR FOR SIZING WATER SERVICE AND WATER METER

	FIXT UNIT	QTY	Total Fixture Units
BATHROOM			
Bathtub 1/2" Fill/Shower	4.0		
Lavatory	1.0		
Shower/head	2.0		
Toilet			
1.6 gal/flush gravity tank	2.5		
Bidet	1.0		

KITCHEN			
Sink	1.5		
Dishwasher	1.5		

LAUNDRY ROOM			
Clothes Washer	4.0		
Laundry Sink	1.5		

MISC			
Bar Sink	1.0		
Drinking Fountain or Watercooler	0.5		

EXTERIOR			
Hose Bibb			
1st hose bibb	2.5		
Each addition hose bibb	1.0		

TOTAL NUMBER OF FIXTURE UNITS

Water Pressure at Meter Location: _____

Length of Water Line from meter to farthest fixture: _____

Water Service Size: _____

Water Meter Size: _____

Fire Sprinklers Required: (circle) Y N

Water District: _____



CERTIFICATE OF ASSURANCE - IMPACT TO TREES

(Include with the Building Permit Application)

Building permit # _____

I am authorized to make assurances with regard to the development of this property. By signing below, I hereby declare (*please ✓ the correct site description*):

_____ Development activity e.g. construction, grading, excavation, demolition, vehicle parking, material storage, excavated material, debris storage, etc. will not occur under the canopy of a tree since trees are not present on the site and tree limbs do not overhang the site from an adjacent property;

OR,

_____ Trees are present and will be protected by a Tree Protection Plan approved by the City of Lake Oswego prior to and during the development of the property.

I further understand that if a tree is removed or damaged due to the failure to receive a Tree Protection Plan as required, or as a result of the failure to implement and maintain the tree protection measures of an approved Tree Protection Plan, the property owner and persons responsible for damaging the tree will be subject to the fines and penalties in Lake Oswego Code (LOC) 55 [Tree Code].

Acknowledgement: I have read and understood the above statements regarding the protection of trees required during the development of the property.

Signature

Date

Tree Protection Plan

An approved Tree Protection Plan with the tree protection measures (6' metal fence, required signs, arborist report (if fence not at edge of the tree canopy, etc.) is required to be in place **PRIOR TO COMMENCING ANY SITE DEVELOPMENT OR CONSTRUCTION ACTIVITIES** e.g. demolition, excavation, grading, utility work, building construction, material storage, etc.

NOTE: Please see the Tree Protection Plan application for a complete listing of information required for a Tree Protection Plan.

Property Owner Statement Regarding Construction Responsibilities

Oregon Law requires residential construction permit applicants who are not licensed with the Construction Contractors Board to sign the following statement before a building permit can be issued. **(ORS 701.325 (2))**

This statement is required for residential building, electrical, mechanical, and plumbing permits. Licensed architect and engineer applicants, exempt from licensing under ORS 701.010 (7), need not submit this statement. This statement will be filed with the permit.

Please check the appropriate box:

I own, reside in, or will reside in the completed structure and my general contractor is:

Name

CCB#

Expiration Date

I will inform my general contractor that all subcontractors who work on the structure must be licensed with the Construction Contractors Board.

or

I will be performing work on property I own, a residence that I reside in, or a residence that I will reside in. If I hire subcontractors, I will hire only subcontractors licensed with the Construction Contractors Board. If I change my mind and hire a general contractor, I will select a contractor who is licensed with the CCB and will immediately give the name of the contractor to the office issuing this Building Permit.

I have read and understand the Information Notice to Homeowners About Construction Responsibilities, and I hereby certify that the information on this homeowner statement is true and accurate.

Print Name of Permit Applicant

Signature of Permit Applicant

Date

Permit #: _____

Address: _____

Issued by: _____ Date: _____





**MOISTURE-SENSITIVE WOOD FRAMING
MOISTURE CONTENT FORM**

City of Lake Oswego
Building Department

This form must be signed and returned to the Building Department prior to scheduling the Framing Inspection.

Permit No: 499-_____

Project Address:_____

By my signature below, I certify that all moisture-sensitive wood framing members used in construction for the building permit above have been tested and determined to have a moisture content of nineteen (19%) percent or less of the weight of dry wood framing members.
(Oregon Residential Specialty Code R318.2) *

Print Name:_____

Signed:_____ Date:_____

To receive prompt service, please sign & return this form to the Building Department prior to scheduling the Framing Inspection.

For your convenience you may e-mail this form to the following:

City of Lake Oswego
Building Department
PO Box 369
Lake Oswego, OR 97034

E-Mail: permits@lakeoswego.city

*ORSC Section R318.2 Moisture Control. Prior to the installation of the interior finishes, the building official shall be notified in writing by the general contractor that all moisture-sensitive wood framing members used in construction have a moisture content of not more than 19% percent of the weight of dry wood framing members.



Residential Energy Additional Measure Selection

Department of Consumer & Business Services
Building Codes Division
1535 Edgewater St. NW, Salem, Oregon
Phone: 503-373-1268 • Fax: 503-378-2322
oregon.gov/bcd

RESIDENTIAL INFORMATION

Date:	Building permit number:	
Owner's name:		
Job address:		
City:	State:	ZIP:

INSTRUCTIONS

Select the type of construction. If the project is an addition, select the applicable addition type and enter the selected measures accordingly; print and sign your name. Submit this form with your permit application or your project will be placed on hold until the required information is provided.

New construction. All conditioned spaces within residential buildings shall comply with Table N1101.1(1) and one additional measure from Table N1101.1(2).

Additions. Additions to existing buildings or structures may be made without making the entire building or structure comply if the new additions comply with the requirements of this chapter. [See ORSC Section N1101.3]

Large additions. Additions that are equal to or more than 600 square feet in area are required to select one measure from Table N1101.1(2).

Enter the selected Table N1101.1(2) additional measure _____

Small additions. Additions that are less than 600 square feet in area are required to select one measure from Table N1101.1(2) **or** select one measure from Table N1101.3.

Selected Table N1101.1(2) additional measure _____

Selected Table N1101.3 additional measure _____

Exception: Additions that are less than 225 square feet in area are not required to comply with Table N1101.1(2) or Table N1101.3.

For reference Tables N1101.1(2) and N1101.3 are included in this form below.

Note: Depending on the additional measure you have selected, there may be sub-options that you will have to specify. Check the appropriate box, if provided.

Applicant's printed name: _____ Applicant's signature: _____



TABLE N1101.1(2) – ADDITIONAL MEASURES

<input type="checkbox"/>	1	HIGH-EFFICIENCY HVAC SYSTEM^a
		a. Gas-fired furnace or boiler AFUE 94 percent, or b. Air-source heat pump HSPF 10.0/14.0 SEER cooling, or c. Ground-source heat pump COP 3.5 or Energy Star rated
<input type="checkbox"/>	2	HIGH-EFFICIENCY WATER HEATING SYSTEM
		a. Natural gas/propane water heater with minimum UEF 0.90, or b. Electric heat pump water heater with minimum 2.0 COP, or c. Natural gas/propane tankless/instantaneous heater with minimum 0.80 UEF and Drain Water Heat Recovery Unit installed on minimum of one shower/tub-shower
<input type="checkbox"/>	3	WALL INSULATION UPGRADE Exterior walls—U-0.045/R-21 conventional framing with R-5.0 continuous insulation
<input type="checkbox"/>	4	ADVANCED ENVELOPE
		Windows—U-0.21 (Area weighted average), and Flat ceiling ^b —U-0.017/R-60, and Framed floors—U-0.026/R-38 or slab edge insulation to F-0.48 or less (R-10 for 48”; R-15 for 36” or R-5 fully insulated slab)
<input type="checkbox"/>	5	DUCTLESS HEAT PUMP For dwelling units with all-electric heat, provide: Ductless heat pump of minimum HSPF 10 in primary zone replaces zonal electric heat sources, and programmable thermostat for all heaters in bedrooms
<input type="checkbox"/>	6	HIGH EFFICIENCY THERMAL ENVELOPE UA^c Proposed UA is 8 percent lower than the code UA
<input type="checkbox"/>	7	GLAZING AREA Glazing area, measured as the total of framed openings is less than 12 percent of conditioned floor area
<input type="checkbox"/>	8	3 ACH AIR LEAKAGE CONTROL AND EFFICIENT VENTILATION Achieve a maximum of 3.0 ACH50 whole-house air leakage when third-party tested and provide a whole-house ventilation system including heat recovery with a minimum sensible heat recovery efficiency of not less than 66 percent.

For SI: 1 square foot = 0.093 m², 1 watt per square foot = 10.8 W/m².

- a. Appliances located within the building thermal envelope shall have sealed combustion air installed. Combustion air shall be ducted directly from the outdoors.
- b. The maximum vaulted ceiling surface area shall not be greater than 50 percent of the total heated space floor area unless vaulted area has a U-factor no greater than U-0.026.
- c. In accordance with Table N1104.1(1), the Proposed UA total of the Proposed Alternative Design shall be a minimum of 8 percent less than the Code UA total of the Standard Base Case.

TABLE N1101.3 – SMALL-ADDITION ADDITIONAL MEASURES (SELECT ONE)

<input type="checkbox"/>	1	Increase the ceiling insulation of the existing portion of the home as specified in Table N1101.2.
<input type="checkbox"/>	2	Replace all existing single-pane wood or aluminum windows to the U-factor as specified in Table N1101.2
<input type="checkbox"/>	3	Insulate the existing floor, crawl space, or basement wall systems as specified in Table N1101.2 and install 100 percent of permanently installed lighting fixtures as CFL, LED, or linear fluorescent, or a minimum efficacy of 40 lumens per watt as specified in Section N1107.2.
<input type="checkbox"/>	4	Test the entire dwelling with a blower door and exhibit no more than 4.5 air changes per hour @ 50 Pascals.
<input type="checkbox"/>	5	Seal and performance test the duct system.
<input type="checkbox"/>	6	Replace existing 80-percent AFUE or less gas furnace with a 92-percent AFUE or greater system.
<input type="checkbox"/>	7	Replace existing electric radiant space heaters with a ductless mini split system with a minimum HSPF of 10.0.
<input type="checkbox"/>	8	Replace existing electric forced air furnace with an air source heat pump with a minimum HSPF of 9.5.
<input type="checkbox"/>	9	Replace existing water heater with a water heater meeting: Natural gas/propane water heater with minimum UEF 0.90, or Electric heat pump water heater with minimum 2.0 COP.



City of Lake Oswego

STRUCTURAL SPECIAL INSPECTION & OBSERVATION PROGRAM

Phone: 503-635-0290
PO Box 369
Lake Oswego, OR 97034

Address: _____ Permit \$ _____

Description of work: _____

The architect or engineer of record shall prepare and submit a special inspection and structural observation program in accordance with the Oregon Structural Specialty Code Section 1704. The architect or engineer of record shall confirm that the special inspection and structural observations noted below are **INDICATED ON THE PLANS**. Major projects may require that a more complete program be prepared.

The architect or engineer of record shall complete Parts B and C (if applicable) of this form and then return it to the **CITY OF LAKE OSWEGO BUILDING DIVISION** for approval prior to issuance of a building permit. Part D must be signed by the owner or owner's agent.

Project Name: _____

Architect of Record: (Firm) _____ Phone #: _____

Engineer of Record: (Firm) _____ Phone #: _____

The following special inspections and structural observations shall be performed according to the State of Oregon Structural Specialty Code, unless a program of inspections is submitted by the Engineer of Record and Approved by the City of Lake Oswego Building Division.

(Check those category's of special inspection below that apply)

- A) Anchors/Adhesive Reinforced Concrete Structural Steel Welding
- Anchors/Cast-in-Place Prestressed Concrete Struct. Silicone Glazing Piles
- Anchors/Expansion Shotcrete Masonry Other _____
- High-Strength Precast Concrete Fireproofing

B) Indicate the name of the approved testing agency to perform the special inspections noted in Part A above, and whether inspections are to be continuous or periodic.

C) Structural Observations. The Engineer of record shall perform structural observation during the following stages of construction.

D) Geotechnical work. The Geotechnical Engineer shall perform observations during the following stages of excavation, earthwork and foundation work:

E) The owner here by agrees to employ the special inspector, approved testing agency and/or engineer for the above noted special inspections and/or structural observations.

Signature of Owner or the Architect or Engineer Acting as the Owner's Agent.

Print Name: _____ Phone #: _____

Firm Name: _____ Date: _____

APPLICATION CHECKLIST FOR:
RESIDENTIAL APPLICATIONS, ACCESSORY STRUCTURES, DECKS &
BOATHOUSES
TO BE COMPLETED BY APPLICANT

Address: _____ Building Permit No. _____

Land Use Case File Number: LU _____ - _____

Is building permit associated with a *pending* land use application? Yes No

Have the conditions of approval of LU _____ - _____ been complied with? Yes No

1. Unified Site Plan sheet size is to be minimum 11x17 and maximum 24x36. Entire set to be same size: Legible, printed to scale (e.g., 1:10) showing the following information:

Yes	No	NA	
			a. If the lot is created as part of a partition/subdivision application, AND the final plat has <i>not</i> been recorded, a building permit application cannot be submitted except for the parent parcel. <input type="checkbox"/> PARENT PARCEL WITH NO RECORDED PLAT OR <input type="checkbox"/> PLAT RECORDED
			b. Lot dimensions, lot size, building footprint, decks, mechanical equipment, AND accessory structures
			c. Building setbacks – both required by the zone AND proposed
			d. Special Street Setback
			e. Fences AND retaining walls (note elevations of top of wall AND top and bottom of footing)
			f. Driveway OR access lane location from the public right-of-way, including the access easement AND pavement widths (Street Opening Permit required)
			g. Show paved areas, patios and other impervious surfaces; specify materials used, AND show slopes greater than 5%
			h. Grading plan (see below)
			i. Trees (see below)
			j. Maximum floor area AND lot coverage calculations
			k. Building height with roof ridgeline elevation (e.g., 201') noted on the highest ridge
			l. Total square footage of structure, including all levels AND any attached garage/carport
			m. All public and private easements AND vacated public right-of-way
			n. Abutting public rights-of-way (to the middle of the rights-of way), show all sidewalks (ADA compliant), roadway edges, drainage swales, landscaping AND utility items in right-of-way
			o. Size AND location of the water meter
			p. Size, location AND materials used for the water main
			q. Electrical and gas lines AND other underground utilities
			r. Location of the storm water management facility
			s. Size, location and materials used for the sewer line AND lateral connecting to public system
			t. Completed plumbing fixture count worksheet submitted

2. Energy Efficiency:

Yes	No	NA	
			a. Include prescriptive envelope information on the plans
			b. Show two additional energy efficiency measures, as designated by the designer (one conservation measure, one envelope measure: <i>*see link below to view measure options in Chapter 11, Table N1101.1(2)</i>)

**Oregon Residential Specialty Code (ORSC) can be viewed online at the Oregon Building Codes Division’s website at this link: http://www.cbs.state.or.us/bcd/programs/online_codes.html*

3. Fire Department Access and Water Supply. The following items should be legible, printed to scale, and showing the following information:

Yes	No	NA		
			a.	Driveway or Fire apparatus access lane with grade, pavement width and shoulders, vertical clearance, and distance from building(s) shown from the public right-of-way.
			b.	Distance to closest Fire hydrant(s) from structure, show on Unified Site Plan.
			c.	Alternate method is proposed for deficiencies with emergency access and/or water flow requirements (check, if applicable).

4. Flood Plain:

Yes	No	NA		
			a.	Is the property in the flood plain?
			b.	Is the base flood elevation shown on the site plan?
			c.	Is the first floor elevation shown?

5. Grading Plan: Printed to scale, showing the following:

Yes	No	NA		
			a.	Existing grade contour lines AND proposed grade contour lines in two-foot intervals
			b.	All trees 5" or greater in Diameter at Breast Height (DBH)

6. Hazardous Soils:

Yes	No	NA		
			a.	Is the property designated as having weak foundations soils or is it in a slide area?
			b.	If yes, is a geotechnical report submitted with the plans?

7. Building Plans: size is to be minimum 18x24 and maximum 24x36. Entire set to be same size, legible, and printed to scale (e.g. 1/4":1'), showing the following information:

Yes	No	NA		
			a.	If using manufactured trusses, does the submittal include the truss packet?
			b.	Is the truss packet organized in a logical order (beams annotated and designated on the plans)?
			c.	If using floor trusses, is there a full size truss layout included in the plans?
			d.	Is there a truss layout plan annotated to the trusses in the packet?
			e.	Is the layout plan readable?
			f.	Does the submittal contain structural design information for both gravity loads AND lateral loads?
			g.	All the sheets are to be stapled together, in proper sequence AND show the site plan.
			h.	Are the details from the engineering calculations included in the set of plans?

8. Building Elevation Plans: size is to be minimum 11x17 and maximum 24x36. Entire set to be same size, legible and printed to scale (e.g. 1/4":1'), showing the following information:

Yes	No	NA		
			a.	Front elevation plan showing side yard setback planes
			b.	Side elevation plans showing front setback plane AND square footage of largest side elevation plane
			c.	Rear elevation plan
			d.	All elevations must show maximum allowed height AND proposed building height. Show any exceptions to the maximum building height
			e.	Roof plan, showing the elevation of the highest ridge, including any exceptions to the maximum building height
			f.	Show existing AND finished grades on all building elevations

9. Exceptions:

Yes	No	NA		
			a.	Note on site plan any exceptions to the zoning requirements that are being utilized, e.g., exceptions to setbacks, lot coverage, garage placements, etc.

10. Sensitive Lands:

Yes	No	NA		
			a.	Show RC/RP District boundary AND associated construction setbacks on the site plan, if applicable.

11. Stormwater Management: New development or redevelopment that creates 1,000 square feet or more of impervious surface triggers stormwater management measures on-site. Submit the following information:

Yes	No	NA		
			a.	Site assessment AND feasibility analysis provided
			b.	Show on the Unified scaled Site Plan, stormwater management devices addressing runoff for all impervious areas AND/OR contributing areas, AND emergency overflow (roofs, driveway, patios, walkways, sports courts, etc.)
			c.	Provide all supporting documentation for stormwater management devices (reports, calculations and details), including percolation test. The report must be provided by a licensed engineer.
			d.	Outside excavation edge for infiltration devices shall maintain a minimum setback of 5-feet from all property lines and 10-feet from all foundations.
			e..	If in Landslide areas, provide geotechnical report addressing placement of stormwater management devices.
			f.	Show tree protection areas on the Site Plan, AND all stormwater management devices outside of tree protection areas.
			g.	Flow-through planters: Only interior dimension measurement shown are credited as the treatment area
			h.	Letter from DEQ for driveway runoff to underground injection control (UIC) devices
			i.	Rain gardens must show planting plans in compliance with recommendations outlined in the Lake Oswego Stormwater Management Manual, or other approved design guides

12. Trees: (if required)

Yes	No	NA		
			a.	Site plan must show the location, type, and diameter of all trees (5” or greater in Diameter at Breast Height (DBH) on site, AND all trees on the abutting properties that are within 15’ of any construction activity on site.
			b.	Stormwater management measures must be shown in relation to trees
			c.	Tree Certificate of Assurance form must be completed and signed
			d.	Apply for tree removal permit (if necessary)
			e.	Apply for tree protection permit (if necessary)
			f.	If mitigation required, show new planting(s)

Please note: Each item in this checklist must be submitted as specified. Additional information not listed, above, may be required after submittal.

I have read **AND understood the requirements listed above. All of the required information has been provided.**

Signature

Date



Important

City of Lake Oswego code for **Installation of Utilities** Per LOC 45.09.075

The City of Lake Oswego Development Code
Section 45.09.075 Undergrounding of Utilities
Requires Utilities to be Installed Underground.

45.09.074 Undergrounding of Utilities

Utility and service facilities shall be located underground in conjunction with construction of all new buildings or other structures subject to this Code that require utility service. Utility and service facilities shall be located underground in conjunction with the remodeling of all buildings or other structures subject to this Code if the proposed remodeling requires or results in a substantial modification to the existing utility service or if the remodeling requires or results in construction of a utility trench.

Specific exemptions are as follows:

- I.** Developments that need multi phase voltages or high KVA demands may develop with pad transformers where underground transformers may not be feasible. Pad mounted transformers shall be buffered from sight by landscaping or other suitable methods.
 - II.** Pad mounted transformers are allowed in major single-family developments, but shall be buffered from sight by landscaping or other suitable methods.
 - III.** Above ground telephone and cable television junction boxes are allowed.
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However, the following special consideration for additions, alterations, and renovations is applicable:

Where site infeasibility precludes the installation underground, the applicant shall request relief in writing to the Building Official.