

STATE OF WASHINGTON
FACTORY BUILT HOUSING AND COMMERCIAL STRUCTURES
REGULATIONS

Effective: July 1, 2016 to June 30, 2019
(Except as Noted)

Factory built housing and commercial structures built to be sited in Washington State are inspected by the Department of Labor and Industries, Field Services & Public Safety Division and are to be constructed to comply with the following codes. Copies of the factory built structures WAC rules are enclosed. Washington State amendments and Washington State stand alone codes are available as shown in brackets () .

1. Rules for Factory Built Structures

Chapter 296-150F WAC (Dated 7-17-2012) (Enclosed)
(Note: As new rules become effective they will be published on our website @ www.lni.wa.gov/TradesLicensing/FAS/default.asp)

2. International and Uniform Codes as Adopted per the Washington State Building Code RCW 19.27

- A. 2015 International Building Code (IBC) and Washington State amendments to the 2015 International Building Code adopted by Chapter WAC 51-50 (WABO)**
- B. 2015 International Residential Code (IRC) and Washington State amendments to the 2015 International Residential Code adopted by Chapter WAC 51-51 (WABO)**
- C. 2015 International Mechanical Code (IMC) and Washington State amendments to the 2015 International Mechanical Code as adopted by Chapter WAC 51-52 (WABO)**
- D. 2015 International Fire Code (IFC) and Washington State amendments to the 2015 International Fire Code adopted by WAC 51-54A (WABO)**
- E. 2015 Uniform Plumbing Code (UPC) and Washington State amendments to the 2015 Uniform Plumbing Code as adopted by Chapter WAC 51-56 (WABO)**

3. Washington State stand alone codes as adopted under the Washington State Building Code RCW 19.27 and 19.27A

- A. **Washington State Energy Code, 2015 Edition as adopted by Chapter 51-11C and 51-11R WAC** (WABO)
- 4. **Washington State Electrical Laws, Rules and Regulations:**
 - A. **RCW 19.28; WAC 296-46B (current edition)** (L&I Elect.)
 - B. **2014 National Electrical Code (NEC) as adopted by RCW 19.28 and WAC 296-46B**
- 5. **Other state agency rules that may be applicable:**
(NOTE: List may not be all inclusive)
 - A. **Primary and Secondary Schools – WAC 246-366** (HEALTH)
 - B. **Boarding Home Licensing Rules WAC 388-78A** (DSHS)
- 6. **Also enclosed for your use are:**
 - A. **“Plan Approval Request” form and instructions for completing.**
 - B. **“Application for Insignia” form and instructions for completing .**
 - C. **“Notification to Local Enforcement Agency” form and instructions.**
 - D. **Procedural bulletins and procedures affecting Factory Built Structures.**

Copies of Codes are available as follows:

(WABO) **The Washington Association of Building Officials**
P. O. Box 7310
Olympia, WA 98507-7310
Telephone: (360) 628-8669
Web Site www.wabo.org

(L&I Elect.) **Department of Labor and Industries**
Specialty Compliance Services Division
Electrical Section
7273 Linderson Way SW ms: 4460
Tumwater, WA. 98501
Web Site www.lni.wa.gov/TradesLicensing/Electrical/default.asp
P O Box 44460 (Mailing address)
Olympia, WA 98504-4460
Telephone: (360) 902-5244

(HEALTH) **Department of Health**
(DSHS) **Department of Social & Health Services**



STATE OF WASHINGTON
DEPARTMENT OF LABOR AND INDUSTRIES
Field Services & Public Safety
Factory Assembled Structures
PO Box 44430 Olympia, Washington 98504-4430

To: Modular Manufacturers
From: Craig Sedlacek, Plan Review Supervisor
Subject: Required Inspections

WAC 296-150F-0500 When Is an inspection required? (1) Before we issue an insignia, each factory-built house, commercial structure, and component must be inspected at the **MANUFACTURING LOCATION** as many times as are required by the codes. (See WAC 296-150f-0600)

NOTE: Approved design plans; specifications, engineering analysis and test results **must** be available during the inspections.

Inspection may include but not be limited to the following codes:

2015 International Building Code: section 110.3

110.1 General. Construction or work for which a permit is required shall be subject to inspection by the building official and such construction or work shall remain accessible and exposed for inspection purposes until approved .

110.3.2 Concrete slab or under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

110.3.4 Frame inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, fireblocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved .

110.3.5 Lath or gypsum board inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished.

110.3.6 Fire-resistant penetration inspection. Protection of joints and penetrations in fire-resistance-rated assemblies, smoke barriers and smoke partitions shall not be concealed from view until inspected and approved .

110.3.8 Other inspection. In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department of building safety.

110.3.9 Special inspection. To be made as required by section 1704.

110.3.10 Final inspection. To be made after the building is completed and ready for shipment.

2015 International Residential Code: section R109

R109.1 General. Construction for which a building permit is required shall not be covered or concealed without first obtaining the approval of the building official.

R109.1.2 Plumbing, mechanical, gas and electrical rough-in. Rough inspection of plumbing, mechanical, gas and electrical systems shall be made prior to covering or concealment.

R109.1.4 Frame inspection. To be made after the roof, all framing, fire blocking and bracing is in place and all pipes, chimneys and vents are complete and the rough electrical, plumbing, and heating wires, pipes and ducts are approved.

R109.1.5 Other inspection. In addition to the listed inspections specified above, the building official may make or require other inspections of any construction work to ascertain compliance with the provision of this code and other laws which are enforced by the code enforcement agency.

R109.1.5.1 Fire-resistant construction inspection. To be made after gypsum wallboard is in place but before joints and fasteners are taped and finished.

R109.1.6 Final inspection. To be made after the building is completed and ready for shipment.

2015 International Mechanical Code: section 107 (for IBC buildings)

107.1 General. Mechanical systems for which a permit is required by this code shall be subject to inspection by the building official and such mechanical systems shall remain accessible and exposed for rough in and final inspections until approved by the building official.

2015 Uniform Plumbing Code (for IBC and IRC buildings)

105 .1 General. Plumbing systems for which a permit is required by this code shall be inspected by the Authority Having Jurisdiction. No portion of any plumbing system shall be concealed until inspected and approved. Neither the Authority Having Jurisdiction nor the jurisdiction shall be liable for expense entailed in the removal or replacement of material required to permit inspection. When the installation of a plumbing system is complete, an additional and final inspection shall be made. Plumbing systems regulated by this code shall not be connected to the water, the energy fuel supply, or the sewer system until authorized by the Authority Having Jurisdiction.

2015 International Fire Code (for IBC buildings)

106.2 Inspections. The fire code official is authorized to conduct such inspections as are deemed necessary to determine the extent of compliance with the provisions of this code and to approve reports of inspection by approved agencies or individuals.

106.2.2 Approval Required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the fire code official .

2015 Washington State Energy Code: section R104 (for IRC buildings)

104.1 General. All construction or work for which a permit is required shall be subject to inspection by the building official and all such construction or work shall remain accessible and exposed for inspection purposes until approved by the building official.

104.2 Approvals Required: No work shall be done on any part of the building or structure beyond the point indicated in each successive inspection without first obtaining the approval of the building official.

104.2.1 Wall Insulation Inspection: To be made after all wall insulation and vapor retarder sheet or film materials are in place, but before any wall covering is placed.

104.2.1 Final Inspection: The building shall have a final inspection.

2015 Washington State Energy Code: section C104 (for IBC buildings)

104.1 General: All construction or work for which a permit is required shall be subject to inspection by the building official and all such construction or work shall remain accessible and exposed for inspection purposes until approved by the building official. No work shall be done on any part of the building or structure beyond the point indicated in each inspection without first obtaining the approval of the building official.

RCW 19.28.101 & 2014 National Electrical Code (for IBC and IRC buildings).

No electrical wiring or Equipment subject to this chapter may be concealed until the inspector making the inspection has approved it. If the electrical system exceeds 200 amps or single phase, the manufacturer must advise the department so that appropriate inspection personnel can be provided.

WAC 296-150F-0510 How do I request an inspection? (1) You need to contact us, and we will let you know where your request for inspection should be submitted. Our address is noted in the **definition of department**.

(2) We need to receive **IN-STATE** inspection request at least seven calendar days **prior to** the date that you want the inspection.

(3) We need to receive **OUT-OF-STATE** inspection requests at least fourteen calendar days in **WRITING** **prior to** the date that you want the inspection. With your request please submit a map and directions from the closest commercial airport to your facility. Please include on your map and directions, your manufacturers name, physical address, city, area code, phone number and contact person.

To request an out-of state inspection you need to contact:

Physical Address: Craig Sedlacek, Plan Review Supervisor
Department of Labor and Industries
7273 Linderson Way SW (MS: 4430)
Tumwater, WA. 98501

Mailing Address: PO Box 44430
Olympia, WA 98504-4430

Phone: 360-902-5218

Fax: 360-902-5229

Email: sedc235@lni.wa.gov

NOTE: The Department will apply an insignia(s) on the factory built structure(s) at the manufacturing location after the final inspection.

If you have any question about the inspection process please call Craig Sedlacek, Plan Review Supervisor at 360-902-5218 or Fax at 360-902-5229



STATE OF WASHINGTON
DEPARTMENT OF LABOR AND INDUSTRIES
Field Services & Public Safety
Factory Assembled Structures
PO Box 44430 Olympia, Washington 98504-4430

July 1, 2016

TO: All Manufacturers of Factory Built Structures and
Commercial Coaches

FROM: Craig Sedlacek, Plan Review Supervisor

SUBJECT: **Forms Required for Compliance with 2015 Washington State
Energy Code**

Forms for demonstrating compliance with the current energy code are available on line at www.energy.wsu.edu/BuildingEfficiency.aspx for residential buildings and at www.neec.net/energy-codes for commercial buildings and commercial coach trailers. In an effort to support uniformity of enforcement statewide, the Department of Labor and Industries will require the use of these forms for all buildings submitted to the department.

Please note that not all forms contained in the package may be required for each building, i.e., the envelope UA Calculations (ENV-UA) would not be required for a building qualifying under a prescriptive path.

DEPARTMENT OF LABOR AND INDUSTRIES

**INSTRUCTIONS FOR COMPLETING APPLICATION FOR INSIGNIA
FOR FACTORY BUILT STRUCTURES (form F623-014-000)**

1. *Provide the Manufacture name, address, phone and fax number if available.*
2. *Provide the Manufacture Identification number that was assigned by the Department upon approval of the manufacturer's first plan. i.e.: M-222.*
3. *Check the box appropriate for you type of unit. Permanent is first time labeled. Alteration is a label showing an alteration was performed on a previously labeled unit. Replacement is for ordering a replacement label for one that was removed.*
4. *Indicate which state's insignias will be affixed to your structure.*
5. *Provide the name of the contact person requesting these insignia(s) should any questions arise. Also provide date the application was sent to the Department, sign, and provide a contact person, and phone number.*
6. *Enter the total fee for all insignias ordered on this form.*
7. *The department will generate this number. Each module will have a different number.*
8. *Enter the unique manufacturer serial number for each module.*
9. *If submitting this form with a new plan, leave blank and the department will complete it after your plan is approved. If submitting this form to be used with a previously approved plan, enter the plan approval number.*
10. *Indicate which module of the total number of modules required in the building configuration is being requested. ie: 1 of 1 or 3 of 6.*
11. *Show the fee for each module. (See WAC 296-150F-3000).*
12. *Indicate the occupancy classification of the building from IBC chapter 3. For mixed occupancy buildings list the largest first followed by the next largest in descending order.*
13. *Show the "Type of construction". See IBC chapter 6 for construction types.*
14. *Indicate which incomplete systems beyond normal set up are required to be completed on site. Enter 'S' for structural items; 'M' for mechanical items; 'P' for plumbing; 'E' for electrical..*
15. *Show the edition of the building codes applicable to the building.*
16. *Show the edition of the electrical code applicable to the building.*
17. *Show the calculated KVA load of the electrical service to the whole building.*

18. *Indicate the live roof load in the pounds per square foot for which the building was designed.*
19. *Indicate the wind load for which the building was designed to in miles per hour/class exposure. i.e. 80-C*
20. *Indicate the seismic accelertion (S_s) and the site classification for which the building was designed.*
21. *Indicate the temperature differential or energy code zone that the building was designed for.*
22. *Indicate type of heating in the building (heat pump, electric furnance, wall heaters, etc.).*
23. *Indicate 'yes' or 'no' regarding air conditioning installed in the building.*
24. *Indicate the number of plumbing fixtures (not fixture units) in the building.*
25. *Show the total number of insignias on both the front and back of this request. Indicate how you wish insignias to be forwarded to the inspector. If requesting overnight delivery service, FedEx is the only carrier available and your account number needs to be provided.*

For Postal Delivery

Department of Labor and Industries
 Factory Assembled Structures
 PO Box 44430
 Olympia WA 98504-4430

For Non-Postal Delivery (e.g., FedX, UPS)

Department of Labor and Industries
 Factory Assembled Structures
 7273 Linderson Way SW
 Tumwater WA 98501

www.wa.gov/Ini/FAS/
 (case sensitive)

- Permanent
- Alteration
- Replacement

- Multi-Tagged
- WA ID
 - OR Other

Applicant: Fill out completely

MANUFACTURER		MFG NO.
PRODUCTION FACILITY ADDRESS		
CITY/STATE/ZIP		
TELEPHONE NO.	FAX NO.	
FOR DEPARTMENT USE ONLY		
FEB LEDGER SHEET NO.	CHECK NO.	\$ AMOUNT

APPLICATION FOR INSIGNIA FOR FACTORY BUILT STRUCTURES



SUBMIT ONE COPY - NOTE: A separate form is to be used for each building unless multiple buildings have the same plan approval number.

Contact person's printed name:	Date	Fee enclosed \$
Signature	Phone No ()	FAX No ()

**A FEE FOR EACH INSIGNIA IS DUE WITH APPLICATION -- NOT SUBJECT TO REFUND
 PLEASE MAKE CHECKS PAYABLE TO DEPT. OF LABOR & INDUSTRIES**

1.	Dept Insignia No.		Mfg Serial No.				Approved Plan No.				POD		Fee
	OG	TC	IS	SUB YR	SEC YR	ESL	RF	W	SZONE	TD	HTG	AC	P
2.	Dept Insignia No.		Mfg Serial No.								POD		Fee
3.	Dept Insignia No.		Mfg Serial No.								POD		Fee
4.	Dept Insignia No.		Mfg Serial No.								POD		Fee
5.	Dept Insignia No.		Mfg Serial No.								POD		Fee
6.	Dept Insignia No.		Mfg Serial No.								POD		Fee
7.	Dept Insignia No.		Mfg Serial No.								POD		Fee
8.	Dept Insignia No.		Mfg Serial No.								POD		Fee
9.	Dept Insignia No.		Mfg Serial No.								POD		Fee

Manufacturer to complete:
 Number of tags: _____ Via Regular mail
 Overnight at customer expense — Other _____ Carrier _____
 Acct # _____

continued on reverse

FOR DEPARTMENT USE ONLY		
Date	Insignia Released by	To

For Postal Delivery

Department of Labor and Industries
 Factory Assembled Structures
 PO Box 44430
 Olympia WA 98504-4430

For Non-Postal Delivery (e.g., FedEx, UPS)

Department of Labor and Industries
 Factory Assembled Structures
 7273 Linderson Way SW
 Tumwater WA 98501
 www.wa.gov/lni
 (case sensitive)

3 Permanent
 Alteration
 Replacement

4 Multi-Tagged
 WA ID
 OR Other

Applicant: Fill out completely

MANUFACTURER	①	MFG NO.	②
PRODUCTION FACILITY ADDRESS			
CITY/STATE/ZIP			
TELEPHONE NO.		FAX NO.	
FOR DEPARTMENT USE ONLY			
FEE LEDGER SHEET NO.	CHECK NO.	AMOUNT	

**APPLICATION FOR INSIGNIA
 FOR FACTORY BUILT STRUCTURES**



SUBMIT ONE COPY - NOTE: A separate form is to be used for each building unless multiple buildings have the same plan approval number.

Contact person's printed name:	⑤	Date	Fee enclosed	⑥
Signature	Phone No	FAX No		

A FEE FOR EACH INSIGNIA IS DUE WITH APPLICATION -- NOT SUBJECT TO REFUND
PLEASE MAKE CHECKS PAYABLE TO DEPT. OF LABOR & INDUSTRIES

1.	Dept Insignia No.	Mfg Serial No.	Approved Plan No.										POD	Fee
OG	TC	IS	SUB-YR	SEC-YR	BSL	RF	W	Seismic	TD	HTG	AC	P	OF	\$
	⑦	⑧	⑨										⑩	⑪
2.														\$
3.														\$
4.														\$
5.														\$
6.														\$
7.														\$
8.														\$
9.														\$

continued on reverse

Manufacturer to complete: ⑫
 Number of tags: _____ Via Regular mail
 Overnight at customer expense
 Other _____ Carrier _____
 Acct # _____

FOR DEPARTMENT USE ONLY
 Date _____ Insignia Release by _____ To _____

DEPARTMENT OF LABOR AND INDUSTRIES

**INSTRUCTIONS FOR COMPLETING "NOTIFICATION
TO LOCAL ENFORCEMENT AGENCY" (form F623-013-000)**

1. *Provide the date and the name of the Manufacturer.*
2. *Provide the Manufacture Identification number that was assigned by the Department upon approval of the manufacturer's first plan. i.e.: M-222.*
3. *Fill in the owners name and the installation address of the building.*
4. *Indicate the manufacturers serial numbers of the building. NOTE: each building must have a separate NLEA.*
5. *The department insignia numbers will be filled in by the inspector who completes the final factory inspection.*
6. *Show the "Type of construction". See IBC chapter 6 for construction types.*
7. *Show the occupancy classification listing for the building. See IBC chapter 3 for occupancy groups.*
8. *Enter the approximate date that the building will arrive on site.*
9. *Fill in the phone number of the owner or other contact person for the site installation.*
10. *Indicate if the building installation site is within city or county jurisdiction.*
11. *Fill in the office name and address of the local building official who will do the on site inspections of the building when it is installed. A list of names by county and city can be found at the www.wabo.org web site..*
12. *List all of the non electrical items which are being completed on site and require inspection by the local building official. If all items are standard to a normal modular building installation then this should be noted.*
13. *Fill in the office name and address of the local electrical inspector who will do the on site inspections of the building when it is installed. A list of city inspectors can be found at the www.wa.gov/lni web site. Locations which do not have a separate electrical inspection program use the L&I electrical inspectors from the closest L&I field office.*
14. *List all of the electrical items which are being completed on site and require inspection by the local electrical inspector. If all items are standard to a normal modular building installation then this should be noted.*
15. *Sign and date the form.*

Specialty Compliance Services

Department of Labor and Industries



Section: **FAS Procedure**

Procedure: 99-07 R1

Subject: Notification of Local
Enforcement Agencies
(NLEA)

Effective Date: December 15, 1999

Contact: Chief, Factory Assembled Structures

PROCEDURE:

The department will notify the local enforcement agency after the final inspection of factory built structures at a manufacturing location. After a final inspection is performed on a factory built, commercial structures, or component, the department will send a notice to the local enforcement agency (NLEA) that:

- (1) Specifies what connections, standards, and incomplete items the local enforcement agency must check when the unit is installed; and/or
- (2) Estimates the expected time of arrival of the factory built house or commercial structure to the site.

A photocopy of the NLEA must be placed (taped) in a window closest to the electrical panel box so it may be read from the exterior of the building. If the building has no windows, then the photocopy of the NLEA must be placed (taped) on the electrical panel box cover.

NOTE: A COMPLETED NLEA AND FEE MUST ACCOMPANY THE APPLICATION FOR INSIGNIA. ADDITIONAL ITEMS MAY BE ADDED AT FINAL INSPECTION.

EXCEPTION: For stocker units the installation address or the building department address will not need to be filled out when the insignia is placed on the structure. The NLEA will be placed on the window closest to the electrical service. When the structure leaves the yard to be sited, the installation address and building department address will need to be completed. Place a photocopy of the completed NLEA back in the window and return the originals to the Department of Labor and Industries, State of Washington.

WHAT ARE THE INSIGNIA APPLICATION REQUIREMENTS?

1. If the manufacturer is requesting insignia for units they are intending to manufacture under a *new design plan*, the completed application must include:
 - a. A complete design plan approval request form; and
 - b. One complete set of design plans, specifications, engineering analysis, test procedures and results, plus one additional set for each manufacturing location where the design plan will be used; and
 - c. At least one set of design plans must have an original wet stamp from a professional engineer or architect licensed in Washington. The department will retain the set with the original wet stamp; and
 - d. A one-time initial filing fee, the design plan fee, if the department approves the design plan for fees (See WAC 296-150F-3000); and
 - e. A completed application for insignia form; and
 - f. A completed Notice to Local Enforcement Agency (NLEA) form. NOTE: Items may be added to the NLEA at final inspection; and
 - g. The fees for each insignia and NLEA requested. (See WAC 296-150F-3000)

FAS Procedure 99-07R1

2. If the insignia is being requested under an *approved design plan*, the completed application must include:
 - a. A completed application for insignia form; and
 - b. A completed Notice to Local Enforcement Agency (NLEA) form (*NOTE: Items may be added to the NLEA at the final inspection*); and
 - c. The fees for each insignia and NLEA requested (See WAC 296-150F-3000).

Approved By: _____

**INSTRUCTIONS FOR "PLAN APPROVAL REQUEST" FORM
FOR FACTORY BUILT STRUCTURES**

1. **Provide Manufacturer or applicant name, address, and telephone number.**
2. **Manufacturer ID number is assigned upon receipt of the first plan (e.g. M-22). If you already have an assigned number then fill this space in.**
3. **Indicate if this plan is submitted under the terms of a reciprocity agreement with another state. Indicate this in one of the last three boxes, otherwise check WA only.**
4. **Print and sign the name of the contact person responsible for this plan should questions about this submittal arise. Include on this line the date this plan was sent to the Department and the fee enclosed for this building. See WAC 296-150F-3000 for fee schedules. Provide an extension number or direct line, email address and FAX number if available for the contact person.**
5. **Use this line if this is a new plan submitted for the first time. Indicate the appropriate fee paid for a plan to be approved for the duration of the code cycle (Master Design) or for a plan to be approved for one year.**
6. **Use this line only if this is the first application from a manufacturer. This is a ONE TIME ONLY FEE for new FBS manufacturers. See WAC 296-150F-3000 for the current fee.**
7. **Use this line only when you wish to renew a previously approved plan. Indicate the fee for renewals. Use the AP No. line to show the approved plan number you wish to renew.**
8. **Use this line only if this is a resubmittal response to a previously reviewed and rejected plan. Indicate the fee required for resubmittals.**
9. **Use this line only if the submittal is an addendum to a previously approved plan. Indicate the fee paid and the approved plan number that you wish to amend.**
10. **If your plan was reviewed by a department approved Design Professional firm; indicate the appropriate fee from the current WAC's on this line.**
11. **Use this line to indicate the effective dates of the codes under which this plan is being submitted. As of July 1, 2013 these would be: IBC, IRC, IMC: 2012; UPC: 2012; NEC: 2008; WSEC: 2012; IFC: 2012. Please note that the date for each code indicates the year for the beginning of enforcement of that code or the latest amendment enforced for that code by the Department, not the year of the code publication.**
12. **List the width and length of the building. For irregular buildings, give the longest dimensions. Include the square foot area of the building.**
13. **Use this space to show the total number of modules required to construct one whole building.**
14. **Use this space to show the occupancy group of the building from IBC Chapter 3. For mixed occupancy building, show the largest occupancy first, the next largest occupancy within the building second, etc. (e.g. B/M/H-2).**
15. **Use this line to indicate the type of construction of the building from IBC Chapter 6. Also indicate the sub category behind the appropriate Roman numeral (e.g. II-A).**

16. Describe the primary use of the building (e.g. classroom, church, office, etc).
17. Indicate the edition of the International Building Code and the National Electrical Code being used in the spaces marked SUB yr and SEC yr.
18. Indicate the value of the seismic acceleration factor S_s and the site classification used in the seismic design from IBC figure 1615.1.
19. List the roof live load capacity in pounds per square foot.
20. Indicate the wind load for which the building is designed in miles per hour/exposure class.
21. List the floor live load in pounds per square foot.
22. Indicate "yes" if a plot plan is included in the submittal. If "no" you must provide distances from the building to property lines and adjacent buildings.
23. Check the type of heating to be installed in the building. Use "other" to describe systems not shown or indicate N/A if there is no heating or cooling system.
24. Check the type of fuel used in the heating or cooling system.
25. List the "R" value of the insulation being installed in the floors, walls and roof of the building.
26. Indicate whether the building is to be located in Zone 1 or Zone 2 as defined by the energy code.
27. Mark the appropriate box if the energy code compliance is obtained by the systems analysis approach; the component performance approach; or if the prescriptive paths are used. If energy code compliance is obtained by calculations, indicate whether the calculations are attached with the submittal or whether they are on file with a previously approved plan. Provide the referenced approved plan number. Mark the boxes 'yes' or 'no' indicating whether a heat pump and/or air conditioning are installed in the building.
28. Show the calculated KVA load of the electric service for the whole building. Also indicate whether this is a single or three phase system.
29. This section is meant to act as a checklist for some of the information that will be necessary in order to approve the plans. Not all elements may be applicable to your plan and as such may be 'N/A' ed. If the element is to be reviewed by L&I approved Design Professional, so indicate in the third column. If the element or system is already approved as part of another plan and is identical to this plan, you may reference the approved plan number that is "on file" in the fourth column.
30. Provide the plumbing system design operating pressure whenever plumbing fixtures are installed in the building. Provide the number of fixtures (not fixture units) that are installed in the building. Provide the total developed length of the water supply system.
31. Indicate how you wish to have the plans returned to you. FedEx is the only overnight service available unless you provide the overnight label and envelope from another carrier.

For Postal Delivery
 Department of Labor and Industries
 Factory Assembled Structures
 PO Box 44430
 Olympia WA 98504-4430



For Non-Postal Delivery (e.g., FedEx, UPS)
 Department of Labor and Industries
 Factory Assembled Structures
 7273 Linderson Way SW
 Tumwater WA 98501
 www.wa.gov/lni (case sensitive)

WA Only
 WA Rev/____ Courtesy
 Rev/WA Courtesy
 Other state
 State ID _____

Applicant: Fill out completely

Manufacturer _____ Mfg No. _____
 Plans to be returned to: Address _____
 City/State/ZIP _____

FOR DEPARTMENT USE ONLY

Fee Ldg Sht #	Check #	\$ Amount	Application ID
Ap No.	Date approved	Expiration date	

PLAN APPROVAL REQUEST
FACTORY BUILT STRUCTURES

Contact person's printed name: _____ Date _____ Fee enclosed \$ _____
 Signature _____ Phone No _____ FAX No _____

New plan (Master design) _____ (1 Yr design) _____ See Initial MFG filing _____
 Renewal _____ AP No. _____ appropriate Resubmittal _____
 Addendum _____ AP No. _____ WAC for fees Plans review by L&I listed professional _____

Note: Identify addendum items on plan!

Code cycles (month/year):
 IBC, IRC, IMC / UPC: / NEC: / WSEC, VIAQ: / IFC: /

Size of building:
 Width: Length: Area (Sq Ft): No of modules: Occupancy group:

Type construction: Use: SUB yr SEC yr Seismic

Roof live load PSF Wind load MPH - EXP: Floor load PSF:

Plot plan submitted? Yes No If "No", provide distance from farthest projection to nearest building/property
 Front: Rear: Left side: Right side:

Type heat: Central forced air Hydronics Baseboard Fan powered room heater Other _____
 Type of fuel: Electric Natural gas Propane Oil Other: _____

Insulation values: Floor Walls Roof (Flat) Roof (Vault) Heating zone: Zone 1 Zone 2

WSEC compliance chapter: Energy calculations: Attached On file - AP# _____
 Component Systems Prescriptive N/A Heat Pump Yes No
 Performance Analysis Air conditioning Yes No Electrical service:
 Amps _____
 Phase 1 3

	N/A	Attached L&I Review	Attached/Design Professional Review	On file	AP#
Structural calculations or test proposals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Truss or rafter drawing(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Truss plan if over 3 different trusses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Girder truss or ridge beam drawing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
HVAC drawing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Cross section and elevation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Foundation plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Electrical load demand calculation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Panel box schedule/Electric load calc's	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Chassis drawing (CC units only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Plumbing systems:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Operating pressure _____ to _____					
No of fixtures _____					
Total developed length _____					

RETURN PLANS VIA: Regular mail Overnight @ customer's expense Carrier _____
 Other: _____ Acct # _____

Department of Labor & Industries
 Factory Assembled Structures
 PO Box 44430
 Olympia WA 98504-4430



FEE WORKSHEET

www.wa.gov/lni
 (case sensitive)

Please fill out fee worksheet for each plan or each insignia request.

For fee schedules see WAC 296-150F-3000

FAS FEE SCHEDULE	TOTAL AMOUNT
Initial filing fee (One time only) This is for beginning mfg. only	\$
Initial fee-Master Design	\$
Initial fee-one year design	\$
Addendum fee	\$
Renewal fee	\$
Resubmittal fee	\$
Extra copies of plans \$ X Quantity =	\$
Reciprocal plan review	\$
Courtesy review fee	\$
Plans approved by design professionals	\$
<i>Total of insignia and NLEA fees paid (If applicable)</i>	\$
<i>Total of electrical fees paid (if applicable)</i>	\$
Total Fees Paid \$	\$
List other plans the enclosed check applies to:	
Serial or Model #	

Through which service should the plans be returned? Please fill out overnight carrier (Federal Express, UPS, etc.) and account number if you wish to have your plans returned by overnight mail.

For Postal Delivery
 Department of Labor and Industries
 Factory Assembled Structures
 PO Box 44430
 Olympia WA 98504-4430



For Non-Postal Delivery (e.g., FedX, UPS)
 Department of Labor and Industries
 Factory Assembled Structures
 7273 Linderson Way SW
 Tumwater WA 98501
 www.wa.gov/lni (case sensitive)

- 3
- WA Only
 - WA Rev/_____ Courtesy
 - _____ Rev/WA Courtesy
 - _____ Other state reciprocity

Applicant: Fill out completely

Manufacturer 1	Mfg No. 2
Plans to be returned to: Address	
City/State/ZIP	

FOR DEPARTMENT USE ONLY

Fee Ledger Sht. #	Check #	\$ Amount	Application ID
Ap No.	Date approved	Expiration date	

PLAN APPROVAL REQUEST
FACTORY BUILT STRUCTURES

Contact person's printed name: 4	Date	Fee enclosed \$
Signature	Phone No ()	FAX No ()

New plan (Master design) **5** (1 Yr design) _____ *See appropriate WAC for fees*

Renewal **7** AP No. _____

Addendum **9** AP No. _____

Initial MFG filing **6**

Resubmittal **8**

Plans reviewed by L&I listed professional **10**

Note: Identify addendum items on plan!

Code cycles (month/year): **11**

IBC, IRC, IMC: _____ / **11** UPC: _____ / NEC: _____ / WSEC, VIAQ: _____ / IFC: _____ /

Size of building: Width: **12** Length: _____ Area (Sq Ft): _____ No of modules: **13** Occupancy group: **14**

Type construction: **15** Use: **16** SUB yr **17** SEC yr _____ Seismic: **18**

Roof live load PSF: **19** Wind load MPH - EXP: **20** Floor load PSF: **21**

Plot plan submitted? **22** Yes No If "No", provide distance from farthest projection to nearest building/property line:
 Front: _____ Rear: _____ Left side: _____ Right side: _____

Type heat: **23** Central forced air Hydronics Baseboard Fan powered room heater Other: _____

Type of fuel **24** Electric Natural gas Propane Oil Other: _____

Insulation values: **25** Floor _____ Walls _____ Roof (Flat) _____ Roof (Vault) _____ Heating zone **26** Zone 1 Zone 2

WSEC compliance chapter: **27** Energy calculations: Attached On file - AP# _____
 Component Performance Systems Analysis Prescriptive N/A Heat Pump Yes No Air conditioning Yes No Electrical services: **28** Amps _____ Phase 1 3

	N/A	Attached L&I Review	Attached/Design Professional Review	On file	AP#
Structural calculations or test proposals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Truss or rafter drawing(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/> 29	<input type="checkbox"/>	<input type="checkbox"/>	_____
Truss plan if over 3 different trusses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Girder truss or ridge beam drawing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
HVAC drawing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Cross section and elevation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Foundation plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Electrical load demand calculation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Panel box schedule/Electric load calc's	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Chassis drawing (CC units only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Plumbing systems:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Operating pressure **30** _____ to _____ No of fixtures _____ Total developed length _____

31

RETURN PLANS Regular mail Overnight @ customer's expense Carrier _____

VIA: Other _____ Acct # _____



STATE OF WASHINGTON
DEPARTMENT OF LABOR AND INDUSTRIES
Field Services & Public Safety
Factory Assembled Structures
PO Box 44430 Olympia, Washington 98504-4430

MEMORANDUM

TO: Modular Manufacturer's

FROM: Craig Sedlacek, FAS Plan Review Supervisor

SUBJECT: Manufacturer's Contact Personnel

In order that we may serve you better we are requesting you complete the enclosed form and return it to us. By having contact persons on our mailing labels and faxes the information we are sending to you should be received by those who need it. We thank you in advance for your assistance.

If you have any questions, please feel free to contact me at (360)902-5218 or FAX (360)902-5229.

Return to: Craig Sedlacek
Dept. of Labor & Industries
P O Box 44430
Olympia, WA 98504-4430

Corporate

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Physical Address: _____

City: _____ State: _____ Zip: _____

Phone No: (____) _____ Ext: _____ Fax No: (____) _____

Web Address: _____

Contact for Plan Review: _____

Phone No: (____) _____ Ext: _____ Fax No: (____) _____

Email Address: _____

Contact for Plant Audit: _____

Phone No.: (____) _____ Fax No.: (____) _____

Email Address: _____

Plant 1

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Physical Address: _____

City: _____ State: _____ Zip: _____

Phone No: (____) _____ Ext: _____ Fax No: (____) _____

Web Address: _____

Contact for Plan Review: _____

Phone No: (____) _____ Ext: _____ Fax No: (____) _____

Email Address: _____

Contact for Plant Audit: _____

Phone No.: (____) _____ Fax No.: (____) _____

Email Address: _____

If you have additional plants, please copy this form



STATE OF WASHINGTON
DEPARTMENT OF LABOR AND INDUSTRIES
Factory Assembled Structures
PO Box 44430 Olympia, WA. 98506-4430

WAC 296-150F-0510 How do I request an inspection? (1) You must contact us, and we will let you know where your request for inspection should be submitted. Our address is noted in the definition of department.

We must receive out-of-state inspection requests at least fourteen calendar days prior to the date that you want the inspection.

PLEASE NOTE THE FOURTEEN CALENDAR DAYS CAN BE WAIVED

1. The Manufacturer Number (M-) or (CC-) where the structure is being built: _____
2. Date of Inspection(s) at the Manufacturing Plant: _____
3. The type of Inspection(s) needed. Please check the appropriate inspection(s):
Floor Cover: _____ Frame Cover: _____
Plumbing Cover: _____ Mechanical Cover: _____
Electrical Cover: _____ Energy Code Cover: _____
Electrical Final: _____ Final Inspection: _____
4. Is this the first inspection for this unit? YES / NO
5. The Date the Insignia(s) and NLEA was applied for, if final inspection: _____
6. The Manufacturers Building Serial Number: _____
7. The State Plan Approval Number: _____
8. Map and or Direction to the Manufacturing Plant Location where the Audit is to be done.
9. Contact name and phone number of appropriate plant personnel
10. All the above information to be sent to Craig Sedlacek. EMAIL (sedc235@lni.wa.gov) or FAX (360) 902-5229

If I may be of any assistance please contact me at (360) 902-5218.

**Chapter 296-150F WAC**

Last Update: 7/17/12

FACTORY-BUILT HOUSING AND COMMERCIAL STRUCTURES**Chapter Listing****WAC Sections****296-150F-0010** Authority, purpose, and scope.**296-150F-0020** What definitions apply to this chapter?**296-150F-0030** How is this chapter enforced?**296-150F-0040** Will you keep my manufacturing information confidential?**296-150F-0050** Can you prohibit the installation of factory-built housing and commercial structures?**296-150F-0070** Do you have reciprocal agreements with other states to inspect factory-built housing and commercial structures, and components?**296-150F-0080** Do you allow a local enforcement agency to inspect factory-built housing, commercial structures, and components at the manufacturing location?**296-150F-0090** What are the requirements for certified plumbers and electricians?**296-150F-0100** What happens if I disagree with your decision regarding my compliance with this chapter?**296-150F-0110** Do you have an advisory board to address factory-built housing and commercial structure issues?**296-150F-0120** Where can I obtain technical assistance regarding factory-built housing and commercial structures?**296-150F-0130** How do I register a complaint?**296-150F-0140** Do you allow the use of alternate materials, alternate design and method of construction?**INSIGNIA****296-150F-0200** Who must purchase factory-built housing and commercial structure insignia?**296-150F-0210** What are the insignia requirements?**296-150F-0220** How do I obtain insignia information and the required forms?**296-150F-0230** What are the insignia application requirements?**296-150F-0250** How do I replace lost or damaged insignia?**DESIGN PLAN****296-150F-0300** When is design plan approval required?**296-150F-0310** Who can approve design plans?**DESIGN-PLAN APPROVAL BY THE DEPARTMENT****296-150F-0320** What must I provide with my request for design-plan approval by the department?**296-150F-0325** What are the requirements for temporary built structures?**296-150F-0340** What must an engineering analysis for design plans include?**296-150F-0350** What must the test procedures and results for design plans include?**296-150F-0380** What happens if you approve my design plan?**296-150F-0390** If my design plan is not approved, how much time do I have to submit a corrected design plan?

- 296-150F-0400** What happens after my design plan is approved?
- 296-150F-0410** When does my design plan expire?
- 296-150F-0415** Who approves addendums to design plans approved by the department?

DESIGN-PLAN APPROVAL BY A LICENSED PROFESSIONAL OR FIRM

- 296-150F-0420** Who can be authorized to approve design plans?
- 296-150F-0430** What information must a professional or firm provide to be authorized to approve design plans?
- 296-150F-0440** How will I know whether I am authorized to approve design plans?
- 296-150F-0450** How long is a licensed professional or firms authorization effective?
- 296-150F-0460** What information must a manufacturer provide when a professional or firm does the design plan approval?
- 296-150F-0470** What happens after we receive the professional or firm approved design plan and information?
- 296-150F-0480** Do you have a list of professionals or firms that are authorized to submit design plans?
- 296-150F-0490** Who approves addendums to design plans approved by a professional or firm?
- 296-150F-0495** Contractor deposit accounts.

INSPECTIONS PRIOR TO ISSUANCE OF AN INSIGNIA

- 296-150F-0500** When is an inspection required?
- 296-150F-0510** How do I request an inspection?
- 296-150F-0520** What happens if my factory-built house or commercial structure passes inspection?
- 296-150F-0530** Am I charged if I request an inspection but I am not prepared?
- 296-150F-0540** Who inspects factory-built housing and commercial structures for installation at the building site?
- 296-150F-0550** Do you notify the local enforcement agency after your final inspection of factory-built structures at a manufacturing location?

USED FACTORY-BUILT STRUCTURES WITHOUT AN INSIGNIA

- 296-150F-0580** Must I obtain an insignia for used factory-built structures?
- 296-150F-0590** How do I obtain insignia for used factory-built structures?

CODES FOR FACTORY-BUILT HOUSING, COMMERCIAL STRUCTURES, AND COMPONENTS

- 296-150F-0600** What manufacturing codes apply to factory-built housing and commercial structures?
- 296-150F-0605** May the required toilet facilities be located in an adjacent building?
- 296-150F-0610** Do you require the exit doors to be one-half the diagonal distance apart if each area served has its own exit door?
- 296-150F-0620** Does the department require a water system expansion tank be installed?
- 296-150F-0625** Are there any special requirements for portable school classrooms?
- 296-150F-0630** When HVAC equipment is supplied with more than one CFM rating, which rating do I use?

MANUFACTURER'S NOTICE TO THE DEPARTMENT

- 296-150F-0700** Must manufacturers of factory-built housing and commercial structures notify you if they manufacture at more than one location?
- 296-150F-0710** Must manufacturers of factory-built housing and commercial structures notify you of a change in business name or address?
- 296-150F-0720** Must manufacturers of factory-built housing and commercial structures notify you of a change in business ownership?

FACTORY-BUILT HOUSING AND COMMERCIAL STRUCTURE FEES

296-150F-3000 Factory-built housing and commercial structure fees.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

296-150F-0615 May the electrical disconnect required for mechanical equipment be inside of or mounted on the equipment? [Statutory Authority: RCW [43.22.340](#) and [43.22.480](#) . WSR 99-13-010, § 296-150F-0615, filed 6/4/99, effective 7/5/99.] Repealed by WSR 05-01-102, filed 12/14/04, effective 2/1/05. Statutory Authority: Chapter [43.22](#) RCW and 2003 c 291.

296-150F-0010

Authority, purpose, and scope.

(1) This chapter is authorized by RCW [43.22.420](#), [43.22.434](#) and [43.22.450](#) through [43.22.490](#), covering the construction and approval of factory-built housing and commercial structures before occupancy.

(2) This chapter applies to the approval:

- (a) Of factory-built structures used for residences or commercial purposes; and
- (b) After occupancy of a factory-built house or commercial structure, all inspections are done by the local enforcement agency.

[Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0010, filed 10/23/96, effective 11/25/96.]

296-150F-0020

What definitions apply to this chapter?

"Approved" is approved by the department of labor and industries.

"Building site" is a tract, parcel, or subdivision of land on which a factory-built house or commercial structure will be installed.

"Component" is a part or element of another system as defined by the International Building Code, section 202, and is:

- Designed to be installed in a structure;
- Manufactured as a unit; and
- Designed for a particular function or group of functions.

A component may be a service core or other assembly that is a factory assembled section of a building. It may include mechanical, electrical, plumbing, and related systems. It may be a complete kitchen, bathroom, or utility room. Service cores are referred to as "wet boxes," "mechanical cores," or "utility cores."

Note: A roof truss is not considered a component.

"Damaged in transit" is damage that effects the integrity of the structural design or damage to any other system referenced in the codes required by the State Building Code, or other applicable codes.

"Department" is the department of labor and industries. The department may also be referred to as "we" or "us" in this chapter. Note: You may contact us at: Department of Labor and Industries, Specialty Compliance, PO Box 44440, Olympia, WA 98504-4440.

"Design plan" is a plan for the construction of factory-built housing, commercial structures, or components that includes floor plans, elevation drawings, specifications, engineering data, or test results

necessary for a complete evaluation of the design.

"Design option" is a design that a manufacturer may use as an option to its design plan.

"Educational facility" is a building or portion of a building used primarily for educational purposes by six or more persons at one time for twelve hours per week or four hours in any one day. Educational occupancy includes: Schools (preschool through grade twelve), colleges, academies, universities, and trade schools.

"Equipment" is all material, appliances, devices, fixtures, fittings, or accessories used in the manufacture, assembly, installation, or alteration of factory-built housing, commercial structures, and components.

"Factory assembled structure (FAS) advisory board" is a board authorized to advise the director of the department regarding the issues and adoption of rules relating to factory-built housing, commercial structures and components. (See RCW [43.22.420](#).)

"Health or personal care facilities" are buildings or parts of buildings that contain, but are not limited to, facilities that are required to be licensed by the department of social and health services or the department of health (e.g., hospitals, nursing homes, private alcoholism hospitals, private psychiatric hospitals, boarding homes, alcoholism treatment facilities, maternity homes, birth centers or childbirth centers, residential treatment facilities for psychiatrically impaired children and youths, and renal hemodialysis clinics) and medical, dental or chiropractic offices or clinics, outpatient or ambulatory surgical clinics, and such other health care occupancies where patients who may be unable to provide for their own needs and safety without the assistance of another person are treated. (Further defined in WAC [296-46B-900](#).)

"Insignia" is a label that we attach to a structure to verify that a factory-built house or commercial structure meets the requirements of this chapter. It could also be a stamp or label attached to a component to verify that it meets the requirements of this chapter.

"Install" is to erect or set in place a structure at a building site. It may also be the construction or assembly of a component as part of a factory-built house or commercial structure.

"Institutional facility" is a building or portion of a building used primarily for detention and correctional occupancies where some degree of restraint or security is required for a time period of twenty-four or more hours. Such occupancies include, but are not restricted to: Penal institutions, reformatories, jails, detention centers, correctional centers, and residential-restrained care.

"Listing agency" is an organization whose business is approving equipment, components, or installations for publication.

"Local enforcement agency" is an agency of city or county government with power to enforce local regulations governing the installation of factory-built housing and commercial structures.

"Manufacturing" is making, fabricating, forming, or assembling a factory-built house, commercial structure, or component.

"Master design plan" is a design plan that expires when a new State Building Code has been adopted.

"One-year design plan" is a design plan that expires one year after approval or when a new State Building Code has been adopted.

"Repair" is the replacement, addition, modification, or removal of any construction, equipment, system, or installation to correct damage in transit or during on-site installation before occupancy.

"Temporary factory built structure" is a building not set on a permanent foundation, which is used for temporary occupancy such as an educational, commercial, or agricultural building. The building must meet the requirements of this chapter and the installation requirements. As required under RCW [43.22.480](#) all alterations to temporary factory built structures must be preapproved by the department.

"Unit" is a factory-built house, commercial structure, or component.

"Used structure" is a building as defined by section 202 of the International Building Code that has

been given a certificate of occupancy by the local building department and has been occupied.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0020, filed 7/17/12, effective 9/1/12; WSR 07-05-063, § 296-150F-0020, filed 2/20/07, effective 4/1/07; WSR 05-23-002, § 296-150F-0020, filed 11/3/05, effective 12/4/05; WSR 98-14-078, § 296-150F-0020, filed 6/30/98, effective 7/31/98. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0020, filed 10/23/96, effective 11/25/96.]

296-150F-0030

How is this chapter enforced?

(1) To enforce this chapter, we or another governmental inspection agency will inspect each factory-built house and commercial structure that is sited in Washington. Inspections will be conducted during normal work hours or at other reasonable times. (See WAC **296-150F-0070**.)

(2) We will inspect each unit as required by the codes. (See WAC **296-150F-0500**.)

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0030, filed 10/23/96, effective 11/25/96.]

296-150F-0040

Will you keep my manufacturing information confidential?

We will only release manufacturing information such as design plans, specifications, and test results according to the requirements of the Public Records Act (see RCW **42.17.310** (1)(h)) unless we are ordered to do so by a court or otherwise required by law.

[Statutory Authority: RCW **43.22.340** and **43.22.420**. WSR 97-16-043, § 296-150F-0040, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0040, filed 10/23/96, effective 11/25/96.]

296-150F-0050

Can you prohibit the installation of factory-built housing and commercial structures?

(1) We may prohibit the installation of factory-built housing and commercial structures if they do not conform to the requirements of this chapter. (See RCW **43.22.465**.)

(2) If an inspection reveals that a factory-built home or commercial structure violates this chapter, we may obtain a temporary injunction enjoining the installation of any nonconforming structure. The injunction may be made permanent at the discretion of the court.

[Statutory Authority: RCW **43.22.340** and **43.22.480**. WSR 99-13-010, § 296-150F-0050, filed 6/4/99, effective 7/5/99.]

296-150F-0070

Do you have reciprocal agreements with other states to inspect factory-built housing and commercial structures, and components?

- (1) We have entered into reciprocal agreements with states who have construction standards that are equal to or greater than our standards for factory-built housing and commercial structures.
- (2) When we have a reciprocal agreement with another state:
 - (a) The reciprocal state inspects factory-built housing, commercial structures, and components manufactured in that state before shipment into Washington to ensure compliance with our laws. After inspection, the reciprocal state applies our insignia.
 - (b) The department inspects factory-built housing, commercial structures, and components manufactured in Washington before shipment into the reciprocal state to ensure compliance with their laws. After inspection, we apply the insignia of the reciprocal state.
- (3) We have reciprocal agreements on file.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0070, filed 10/23/96, effective 11/25/96.]

296-150F-0080

Do you allow a local enforcement agency to inspect factory-built housing, commercial structures, and components at the manufacturing location?

- (1) A local enforcement agency (city or county), under contract with us, can inspect factory-built housing, commercial structures, and components. In some cases their contract may be limited to specific portions of an inspection at specified manufacturing locations.
- (2) After approving a unit, the local enforcement agency will attach the insignia, which indicates the unit has passed inspection.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0080, filed 10/23/96, effective 11/25/96.]

296-150F-0090

What are the requirements for certified plumbers and electricians?

Plumbers certified under chapter **18.106** RCW and electricians certified under chapter **19.28** RCW are required for units constructed in Washington. For the purposes of construction at the manufacturing facility, the manufacturer is not required to be a licensed electrical contractor under chapter **19.28** RCW or a registered contractor as required by chapter **18.27** RCW. Manufacturers may hire registered plumbing contractors or licensed electrical contractors to meet this requirement.

Work performed outside the manufacturer's facility must be performed by a registered contractor under chapter **18.27** RCW, electrical contractor and electricians under chapter **19.28** RCW, and certified

plumbers under chapter **18.106** RCW.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0090, filed 7/17/12, effective 9/1/12.]

296-150F-0100

What happens if I disagree with your decision regarding my compliance with this chapter?

- (1) If we determine you are in violation of this chapter, you will receive a notice of noncompliance.
- (2) If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree.
- (3) After we receive your hearing request, we will:
 - (a) Schedule a hearing within thirty days after we receive your request.
 - (b) Notify you of the time, date, and place for the hearing. If you fail to appear, your case will be dismissed.
 - (c) Hear your case.
 - (d) Send you written notice of our decision.

If you disagree with our decision, you may appeal it under the Administrative Procedure Act (chapter **34.05** RCW).

[Statutory Authority: RCW **43.22.340** and **43.22.420**. WSR 97-16-043, § 296-150F-0100, filed 7/31/97, effective 12/1/97. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0100, filed 10/23/96, effective 11/25/96.]

296-150F-0110

Do you have an advisory board to address factory-built housing and commercial structure issues?

The factory assembled structures (FAS) board advises us on issues relating to structural, plumbing, mechanical, electrical, installation, inspections, and rules for factory-assembled structures. (See RCW **43.22.420**.)

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0110, filed 10/23/96, effective 11/25/96.]

296-150F-0120

Where can I obtain technical assistance regarding factory-built housing and commercial structures?

We provide field technical service to factory-built housing and commercial structure manufacturers for an hourly fee. Field technical service may include an evaluation, consultation, plan examination,

interpretation, and clarification of technical data relating to the application of our rules. It does not include inspections.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0120, filed 10/23/96, effective 11/25/96.]

296-150F-0130

How do I register a complaint?

A person who believes that a structure or component does not meet the requirements of this chapter may register a complaint with the department. The complaint must be in writing and must specifically describe the alleged violations of this chapter. Upon receipt of the complaint, the department will forward a copy to the appropriate manufacturer and/or dealer and they shall have thirty days to respond to it. If the department determines that an inspection is necessary, the manufacturer/dealer shall pay the department for the cost of the inspection. The cost of the inspection is based upon the fee schedule in WAC **296-150F-3000** and includes the hourly inspection fee, travel costs and other expenses incurred as a result of the inspection.

[Statutory Authority: Chapter **43.22** RCW. WSR 98-14-078, § 296-150F-0130, filed 6/30/98, effective 7/31/98.]

296-150F-0140

Do you allow the use of alternate materials, alternate design and method of construction?

An applicant may apply for the use of alternate materials, alternate design and methods of construction different from the requirements of this chapter by filing a written request with the department.

(1) Responsibilities of applicant. The applicant must submit in writing the following information and sign and date the request.

- (a) The applicant's name, address and phone number;
- (b) The specific requirement or requirements from which the alternate material, alternate design or method of construction is requested;
- (c) Justification that the requirements of this chapter cannot be met without using alternate materials, alternate design or method of construction;
- (d) How the use of alternate materials, alternate design or method of construction will achieve the same result as the requirement and any specific alternative measures to be taken to show the alternate provides the same level of protection to life, safety and health as the requirements.

The department has a form that you may use for your request. Contact the department at the address shown in the definition section.

(2) Responsibilities of the department. The department will provide a written response to the applicant within thirty days of receipt of the written request. The written response will state the acceptance or denial of the request, including the reasons for the department's decision. At a minimum the department will base its decision based on:

- (a) The applicant's request as described in subsection (1) of this section;
- (b) Research into the request;

(c) Expert advice.

(3) Applicant's response to denials. The applicant may appeal the departments decision by following the procedure in WAC **296-150F-0100**.

[Statutory Authority: RCW **43.22.340**, **43.22.350**, **43.22.355**, **43.22.360**, **43.22.400**, **43.22.432**, **43.22.433**, **43.22.434**, **43.22.450**, **43.22.480**, and **43.22.485**. WSR 00-17-148, § 296-150F-0140, filed 8/22/00, effective 9/30/00. Statutory Authority: RCW **43.22.340** and **43.22.480**. WSR 99-13-010, § 296-150F-0140, filed 6/4/99, effective 7/5/99.]

296-150F-0200

Who must purchase factory-built housing and commercial structure insignia?

(1) You must obtain insignia from us for each factory-built house, commercial structure and component sited in Washington state.

(2) If you are a Washington state manufacturer, you do not need to purchase our insignia for your factory-built housing, commercial structures and components sold outside of Washington state.

(3) You must have an approved design plan and have passed inspection before an insignia can be attached to your factory-built home or commercial structure by us or our authorized agent.

(4) If a unit is damaged in transit after leaving the manufacturing location or during an on-site installation, and a repair is necessary, you must purchase an insignia from us. The insignia indicates that the unit was repaired.

[Statutory Authority: Chapter **43.22** RCW. WSR 98-14-078, § 296-150F-0200, filed 6/30/98, effective 7/31/98. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0200, filed 10/23/96, effective 11/25/96.]

296-150F-0210

What are the insignia requirements?

(1) If you are applying for insignia for factory-built housing, commercial structures and components you must have your design plan approved and your units and components inspected and approved by us.

(2) We will attach the insignia after:

(a) We receive the required forms and fees from you (see WAC **296-150F-3000**); and

(b) Your unit or component has passed final inspection. (See WAC **296-150F-0500**.)

[Statutory Authority: Chapter **43.22** RCW. WSR 98-14-078, § 296-150F-0210, filed 6/30/98, effective 7/31/98. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0210, filed 10/23/96, effective 11/25/96.]

296-150F-0220

How do I obtain insignia information and the required forms?

Upon request, we will provide you with a packet of information that includes the required forms.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0220, filed 10/23/96, effective 11/25/96.]

296-150F-0230

What are the insignia application requirements?

(1) If you are requesting insignia for units that you intend to manufacture under a *new design plan*, your completed application must include:

- (a) A completed design plan approval request form;
- (b) Two complete sets of design plans, specifications, engineering analysis, test procedures and results, plus one additional set for each manufacturing location where the design plan will be used;
- (c) At least one set of design plans must have an original wet stamp from a professional engineer or architect licensed in Washington state. We will retain the set with the original wet stamp; and
- (d) A one-time initial filing fee, the design plan fee (if we approve your design plan) and the fee for each insignia. (See WAC **296-150F-3000**.)

(2) If you are requesting insignia under an *approved design plan*, your completed application must include:

- (a) A completed application for insignia form; and
- (b) The fee for each insignia requested. (See WAC **296-150F-3000**.)

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0230, filed 7/17/12, effective 9/1/12.
Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0230, filed 10/23/96, effective 11/25/96.]

296-150F-0250

How do I replace lost or damaged insignia?

(1) If an insignia is lost or damaged after it is attached to your factory-built house, commercial structure, or component, you may obtain a replacement insignia.

(2) You should contact us and provide the following information:

- (a) Your name, address, and telephone number;
- (b) The name of the manufacturer;
- (c) The serial number;
- (d) The manufacturer number (M#), if available;
- (e) The insignia number, if available; and
- (f) The required fee. (See WAC **296-150F-3000**.)

(3) If we can determine that your unit previously had an insignia, we will attach an insignia to your unit once we receive your insignia fee. (See WAC **296-150F-3000**.)

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0250, filed 10/23/96, effective 11/25/96.]

296-150F-0300

When is design plan approval required?

Design plans for factory-built housing and commercial structures prior to installation at the building site in Washington must be approved when:

- (1) You build a new unit;
- (2) You modify an approved design plan through an addendum; or
- (3) You add options to an approved design plan through an addendum.

[Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0300, filed 10/23/96, effective 11/25/96.]

296-150F-0310

Who can approve design plans?

(1) Design plans can be approved by us or by a licensed professional or firm authorized by us (see WAC [296-150F-0420](#) and [296-150F-0430](#)).

(2) All electrical design plans for new or altered electrical installations for educational, institutional, health care facilities, and other buildings (see WAC [296-46B-900](#)) must be reviewed and approved by us.

[Statutory Authority: Chapter [43.22](#) RCW. WSR 12-15-061, § 296-150F-0310, filed 7/17/12, effective 9/1/12. Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0310, filed 10/23/96, effective 11/25/96.]

296-150F-0320

What must I provide with my request for design-plan approval by the department?

All requests for design-plan approval must include:

(1) A completed design-plan approval request form;

(2) Two complete sets of design plans, specifications, engineering analysis, test procedures and results plus one additional set for each manufacturing location where the design plan will be used (see WAC [296-150F-0340](#) and [296-150F-0350](#));

(3) At least one set of design plans must have an original wet stamp from a professional engineer or architect licensed in Washington state. All new, renewed, and resubmitted plans, specifications, reports and structural calculations prepared by or prepared under his or her direct supervision shall be signed, dated and stamped with their seal. Specifications, reports, and structural calculations may be stamped only on the first sheet, provided this first sheet identifies all of the sheets that follow are included and identified in the same manner. Plans that have not been prepared by or under the engineer's or architect's supervision shall be reviewed by them and they shall prepare a report concerning the plans reviewed. This report shall:

- (a) Identify which drawings have been reviewed by drawing number and date;
- (b) Include a statement that the plans are in compliance with current Washington state regulations; and
- (c) The report shall be stamped and signed by the reviewer.

Any deficiencies shall be corrected on the drawings before submitting to the department or be included in the report and identify as to how they are to be corrected. This report shall be attached to the plan(s) that were reviewed. We will retain the set with the original wet stamp;

- (4) A one-time initial filing fee and the design-plan fee (see WAC **296-150F-3000**); and
- (5) A "key drawing" to show the arrangement of modules if the plan covers three or more modules.
- (6) Electrical plan review for educational, institutional or health care facilities and other buildings. Plan review is a part of the electrical inspection process; its primary purpose is to determine:
 - (a) That loads and service/feeder conductors are calculated and sized according to the proper NEC or WAC article or section;
 - (b) The classification of hazardous locations; and
 - (c) The proper design of emergency and standby systems.
- (7) All electrical plans for new or altered electrical installations in educational, institutional, and health or personal care occupancies classified or defined in this chapter must be reviewed and approved before the electrical installation or alteration is started. Approved plans must be available for use during the electrical installation or alteration and for use by the electrical inspector.
- (8) All electrical plans for educational facilities, hospitals and nursing homes must be prepared by, or under the direction of, a consulting engineer registered under chapter **18.43** RCW in compliance with chapters **246-320** and **388-97** WAC as applicable and stamped with the engineer's mark and signature.
- (9) Plans to be reviewed by the department must be legible, identify the name and classification of the facility, clearly indicate the scope and nature of the installation and the person or firm responsible for the electrical plans. The plans must clearly show the electrical installation or alteration in floor plan view, include switchboard and/or panel board schedules and when a service or feeder is to be installed or altered, must include a riser diagram, load calculation, fault current calculation and interrupting rating of equipment. Where existing electrical systems are to supply additional loads, the plans must include documentation that proves adequate capacity and ratings. The plans must be submitted with a plan review submittal form available from the department.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0320, filed 7/17/12, effective 9/1/12; WSR 07-05-063, § 296-150F-0320, filed 2/20/07, effective 4/1/07; WSR 05-23-002, § 296-150F-0320, filed 11/3/05, effective 12/4/05. Statutory Authority: RCW **43.22.340** and **43.22.480**. WSR 99-13-010, § 296-150F-0320, filed 6/4/99, effective 7/5/99. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0320, filed 10/23/96, effective 11/25/96.]

296-150F-0325

What are the requirements for temporary built structures?

Structures built for temporary use must meet all the requirements of this chapter.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0325, filed 7/17/12, effective 9/1/12.]

296-150F-0340

What must an engineering analysis for design plans include?

- (1) The engineering analysis must show that the structural design meets the requirements of this

chapter.

(2) An engineering analysis must be conducted according to accepted engineering practices and must be signed by a professional engineer or architect licensed in Washington state.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0340, filed 10/23/96, effective 11/25/96.]

296-150F-0350

What must the test procedures and results for design plans include?

(1) Tests to a design for a factory-built home or commercial structure must be witnessed by a professional engineer or architect licensed in Washington state.

(2) Test reports must contain the following items:

(a) A description of the methods or standards that applied to the test;

(b) Drawings and a description of the item tested;

(c) A description of the test setup;

(d) The procedure used to verify the correct load;

(e) The procedure used to measure each condition;

(f) Test data, including applicable graphs and observations of the characteristics and behavior of the item tested; and

(g) Analysis, comments, and conclusion.

(3) The written test procedures, results and conclusions must reference the applicable design plan.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0350, filed 10/23/96, effective 11/25/96.]

296-150F-0380

What happens if you approve my design plan?

(1) Your design plan will be approved if it meets the requirements of this chapter.

(2) We will send you an approved copy of the design plan with the design-plan approval number.

(3) You must keep copies of the approved design plan at each location where a factory-built house, commercial structure, or component is built.

(4) If your design plan is not approved, you will be notified in writing of plan deficiencies. You may send a corrected design plan to us. (See WAC **296-150F-3000**.)

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0380, filed 10/23/96, effective 11/25/96.]

296-150F-0390

If my design plan is not approved, how much time do I have to submit a corrected

design plan?

(1) You have ninety days to correct and resubmit your original design plan and send us the resubmittal fee after we notify you of plan deficiencies. After ninety days, your initial design plan is returned to you.

(2) If you submit your corrected design plan after ninety days, you must send the initial design plan fee instead of the resubmittal fee. (See WAC **296-150F-3000**.)

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0390, filed 10/23/96, effective 11/25/96.]

296-150F-0400

What happens after my design plan is approved?

Once your design plan is approved, we will inspect each related factory-built house, commercial structure, or component.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0400, filed 10/23/96, effective 11/25/96.]

296-150F-0410

When does my design plan expire?

Master design plan:

(1) Your master design plan expires when there is a code change. You must submit new design plans for approval when there is a State Building Code cycle change. You may use your approved master design plans to order insignia as long as they comply with the applicable codes.

One-year design plan:

(2) Your factory-built home or commercial structure one-year design plan expires either one year after approval or when there is a code change. You must submit new design plans for approval when there is a State Building Code cycle change. You may use your design plan to order insignia as long as they comply with the applicable codes.

(3) All National Electrical Code amendments may be incorporated by an addendum to your design plan.
Note: The State Building Code is on a three-year code cycle which coincides with the State Building Code council amendment cycle. The National Electrical Code (NEC) cycle, however, does not coincide with the other code cycles.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0410, filed 10/23/96, effective 11/25/96.]

296-150F-0415

Who approves addendums to design plans approved by the department?

You must have us approve an addendum to a design plan, if we initially approved your design plan.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0415, filed 10/23/96, effective 11/25/96.]

296-150F-0420

Who can be authorized to approve design plans?

(1) A professional engineer, architect or firm licensed by the state of Washington according to the Engineers Registration Act, chapter **18.43** RCW and/or the Architects Registration Act, chapter **18.08** RCW; or

(2) A professional engineer, architect or firm licensed in another state that has licensing or certification requirements that meet or exceed Washington requirements.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0420, filed 10/23/96, effective 11/25/96.]

296-150F-0430

What information must a professional or firm provide to be authorized to approve design plans?

(1) Name, a copy of your certificate of registration, and address of the professional engineer or architect; or

(2) Name, a copy of your certificate of authority, and address of the firm; and

(3) A description of the services the professional engineer, architect, or firm will provide; and

(4) A description of the professional's area(s) of expertise and qualifications which include:

(a) A summary of the professional's or firm's experience; and

(b) Verification of experience in your area of expertise such as structural, mechanical, plumbing, energy, electrical, fire and life safety, and ventilation and indoor air quality.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0430, filed 10/23/96, effective 11/25/96.]

296-150F-0440

How will I know whether I am authorized to approve design plans?

Within sixty days after you submit the information requested in WAC **296-150F-0430**, we will send you a letter either approving or denying your authorization request.

(1) If we approve your request, your name is added to the list of licensed professionals and firms authorized to approve design plans.

(a) We will authorize a professional to approve portions of a design plan within his or her area of expertise; and

(b) We will authorize an engineering or architectural firm to approve plans if the firm employs or contracts with professionals within the area of expertise necessary for the design plan.

(2) If we do not approve your request, we will notify you in writing why we are denying your request for authorization. If you disagree with our decision, you can send us a written request for a hearing, stating why you disagree. (See WAC **296-150F-0100**.)

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0440, filed 10/23/96, effective 11/25/96.]

296-150F-0450

How long is a licensed professional or firms authorization effective?

Your authorization to approve design plans is effective until your license expires, is revoked or is suspended.

(1) You must notify us of your license renewal at least fifteen days before your license expires, to prevent your name from being removed from our licensed professional and firm list.

(2) You must notify us immediately if your license is revoked or suspended. Your name is then removed from the list of licensed professionals and firms authorized to approve design plans.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0450, filed 10/23/96, effective 11/25/96.]

296-150F-0460

What information must a manufacturer provide when a professional or firm does the design plan approval?

You must provide the following information with your approved design plan:

(1) A completed departmental design plan approval request form;

(2) Two or more sets of the design plans plus elevation drawings, specifications, engineering analysis, and test results and procedures necessary for a complete evaluation of the design. These design plans must have an original wet stamp, be signed, and dated by the approving professional(s) (see WAC **296-150F-0340** and **296-150F-0350**);

(3) A cover sheet on the design plan noting which professional approved each portion of the design plan;

(4) A copy of the authorization letter from us;

(5) The design plan fee for design plans approved by professionals or firms (see WAC **296-150F-3000**);

(6) A professional who designs and certifies that the factory-built home or commercial structure design meets state requirements cannot also approve the design plan in the plan approval process;

(7) A professional cannot approve those electrical designs listed in WAC **296-150F-0310**(2); and

(8) A professional cannot approve plans submitted under a reciprocal agreement.

[Statutory Authority: Chapter **43.22** RCW. WSR 98-14-078, § 296-150F-0460, filed 6/30/98, effective 7/31/98. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0460, filed 10/23/96, effective 11/25/96.]

296-150F-0470

What happens after we receive the professional or firm approved design plan and information?

(1) After we receive your approved design plans and information, we will review the information and assign a plan approval number. We will send a copy of the design plan with the plan approval number to the manufacturer.

(2) We may periodically audit design plans approved by a professional engineer, architect, or firm to ensure compliance with design plan requirements. The department's periodic audit should not be construed as certifying that the plans are safe.

(3) If the audit reveals that the design plans approved by the professionals and firms do not comply with this chapter, you will be notified and required to pay our fees for review and approval of the design plans. (See WAC **296-150F-3000**.)

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0470, filed 10/23/96, effective 11/25/96.]

296-150F-0480

Do you have a list of professionals or firms that are authorized to submit design plans?

We will maintain a list of the licensed professionals and firms that are authorized to approve design plans for factory-built housing and commercial structures.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0480, filed 10/23/96, effective 11/25/96.]

296-150F-0490

Who approves addendums to design plans approved by a professional or firm?

(1) You must have the professional or firm approve an addendum to a design plan, if they initially approved your design plan.

(2) If the professional or firm who approved your design plan is no longer on the department list you may have us approve your addendum.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0490, filed 10/23/96, effective 11/25/96.]

296-150F-0495

Contractor deposit accounts.

Manufacturers are required to open and maintain, for the purpose of inspection payments, a deposit account. Funds, for the purpose of inspections performed by the department, must be withdrawn from the account and all inspections paid in full prior to an insignia being placed on the manufactured unit.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0495, filed 7/17/12, effective 9/1/12.]

296-150F-0500

When is an inspection required?

(1) Before we issue an insignia, each factory-built house, commercial structure, and component must be inspected at the manufacturing location as many times as are required by the codes. (See WAC **296-150F-0600**.) Inspections may include:

- (a) A "cover" inspection during construction of the unit before the electrical, plumbing, mechanical, and structural systems are covered;
- (b) Insulation and vapor barrier inspection, if required;
- (c) Other required code inspections;
- (d) A final inspection after the factory-built house, commercial structure, or component is complete;

Note: Each factory-built house, commercial structure, and component must have a serial number to enable us to track inspections.

(2) If we discover a violation during inspection, we will issue a notice of noncompliance. You can correct the violation during the inspection. If you cannot correct the violation during inspection, you must leave the item uncovered until we approve your correction.

(3) After a unit is manufactured but before occupancy, we must inspect a factory-built house or commercial structure if it is damaged in transit to the building site or during on-site installation. This is considered a repair inspection. (See WAC **296-150F-0540**.)

(4) Approved design plans must be available in compliance with the applicable sections of adopted state codes.

(5) Once your unit is inspected and approved we will attach the insignia.

(6) Components shall be identified as having been approved by attaching an insignia to the first component and all additional components for one job site shall have a label issued by the department as having been approved.

Note: We only inspect factory-built housing and commercial structures before occupancy. After occupancy, the local enforcement agency is the inspection agency.

[Statutory Authority: RCW **43.22.340**, **43.22.350**, **43.22.355**, **43.22.360**, **43.22.400**, **43.22.432**, **43.22.433**, **43.22.434**, **43.22.450**, **43.22.480**, and **43.22.485**. WSR 00-17-148, § 296-150F-0500, filed 8/22/00, effective 9/30/00. Statutory Authority: Chapter **43.22** RCW. WSR 98-14-078, § 296-150F-0500, filed 6/30/98, effective 7/31/98. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0500, filed 10/23/96, effective 11/25/96.]

296-150F-0510

How do I request an inspection?

(1) You must contact us, and we will let you know where your request for inspection should be submitted. Our address is noted in the definition of department.

(2) We must receive in-state inspection requests at least seven calendar days prior to the date that you want the inspection.

(3) We must receive out-of-state inspection requests at least fourteen calendar days prior to the date that you want the inspection.

[Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0510, filed 10/23/96, effective 11/25/96.]

296-150F-0520

What happens if my factory-built house or commercial structure passes inspection?

(1) If your factory-built house or commercial structure passes inspection and you have met the other requirements of this chapter, we will attach the insignia.

(2) After our final inspection, we will send a notice to the local enforcement agency (NLEA) indicating whether further inspection is necessary. (See WAC [296-150F-0550](#).)

[Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0520, filed 10/23/96, effective 11/25/96.]

296-150F-0530

Am I charged if I request an inspection but I am not prepared?

(1) If you ask us to inspect a factory-built house or commercial structure within Washington state but you are not prepared when we arrive, you must pay the minimum inspection fee and travel. (See WAC [296-150F-3000](#).)

(2) If you ask us to inspect a factory-built home, commercial structure, or component outside Washington state but you are not prepared when we arrive, you must pay the minimum inspection fee, travel, and per diem expenses. (See WAC [296-150F-3000](#).)

[Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0530, filed 10/23/96, effective 11/25/96.]

296-150F-0540

Who inspects factory-built housing and commercial structures for installation at the building site?

(1) The local enforcement agency (city or county) must approve the installation.

(2) The local enforcement agency may also request a set of design plans and specifications for the unit from you.

(3) After the unit is manufactured but before occupancy, we must inspect a factory-built house or commercial structure if it is damaged in transit to the building site or during on-site installation. This is considered a repair inspection.

Note: The local enforcement agency may not open the concealed construction of a factory-built house or commercial structure to inspect if our insignia is attached.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0540, filed 10/23/96, effective 11/25/96.]

296-150F-0550

Do you notify the local enforcement agency after your final inspection of factory-built structures at a manufacturing location?

After we perform a final inspection of a factory-built, commercial structure, or component, we will send a notice to the local enforcement agency (NLEA) that:

(1) Specifies what connections, standards, and incomplete items the local enforcement agency must check when the unit is installed; and/or

(2) Estimates the expected time of arrival of the factory-built house or commercial structure to the site.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0550, filed 10/23/96, effective 11/25/96.]

296-150F-0580

Must I obtain an insignia for used factory-built structures?

All used factory-built housing and commercial structures that are to be installed on a building site in Washington state must have an insignia of approval from the department prior to being installed on a building site or it must be approved by the local building official as a moved building or structure as allowed by section 3410 of the International Building Code.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0580, filed 7/17/12, effective 9/1/12; WSR 07-05-063, § 296-150F-0580, filed 2/20/07, effective 4/1/07. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0580, filed 10/23/96, effective 11/25/96.]

296-150F-0590

How do I obtain insignia for used factory-built structures?

We consider used factory-built housing and commercial structures as new structures for purposes of insignia approval. To obtain insignia, you must:

- (1) Have the design plan approved by us (see WAC **296-150F-0300** through **296-150F-0480**);
- (2) Purchase insignia (see WAC **296-150F-0200** through **296-150F-0230**); and
- (3) Pass a unit inspection (see WAC **296-150F-0500** through **296-150F-0550**).

Note: You will be required to open up as much of the construction of the unit as is necessary for inspection to show compliance with your approved design plan.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0590, filed 10/23/96, effective 11/25/96.]

296-150F-0600

What manufacturing codes apply to factory-built housing and commercial structures?

(1) All design, construction, installations, and alterations of factory-built housing, commercial structures, and components must conform with the following codes and the requirements of this chapter:

- (a) The State Building Code, chapter **19.27** RCW;

Note: The International Building Code reference to "building official" means the chief prefabricated building specialist or authorized representative at the department of labor and industries.

- (b) The Energy Related Building Standards, chapter **19.27A** RCW;
- (c) The National Electrical Code as referenced in chapter **19.28** RCW and chapter **296-46B** WAC.

(2) All construction methods and installations must use accepted engineering practices, provide minimum health and safety to the occupants of factory-built structures and the public, and demonstrate journeyman quality of work of the various trades.

(3) Requirements for any size, weight, or quality of material modified by the terms "minimum," "not less than," "at least," and similar expressions are minimum standards. The manufacturer may exceed these standards, provided the deviation does not result in inferior installation or defeat the purpose and intent of the standard.

Note: The codes, RCW's, and WAC's referenced in this rule are available for reference at the Washington State Library, the Washington State Law Library, and may be available at your local library.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0600, filed 7/17/12, effective 9/1/12. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0600, filed 10/23/96, effective 11/25/96.]

296-150F-0605

May the required toilet facilities be located in an adjacent building?

Under the following conditions, the department will allow the required toilet facilities to be located in adjacent building(s):

- (1) The manufacturer shall note in the plan submittal that the requirements of IBC Chapter 29, Section 2902.1 and Section 2902.2, as amended by the state building code must be verified by the building official; and

(2) A Notification to Local Enforcement Agency (NLEA) must accompany each unit so that the requirements of IBC Chapter 29, Section 2902.1 and Section 2902.2 as amended by the state building code can be verified by the building official.

[Statutory Authority: Chapter **43.22** RCW. WSR 12-15-061, § 296-150F-0605, filed 7/17/12, effective 9/1/12. Statutory Authority: Chapter **43.22** RCW and 2003 c 291. WSR 05-01-102, § 296-150F-0605, filed 12/14/04, effective 2/1/05. Statutory Authority: RCW **43.22.340** and **43.22.480**. WSR 99-13-010, § 296-150F-0605, filed 6/4/99, effective 7/5/99.]

296-150F-0610

Do you require the exit doors to be one-half the diagonal distance apart if each area served has its own exit door?

If the area served has an occupant load requiring only one exit and a building contains more than one area where each area is served by individual exits, and a personnel door is added between adjoining rooms, a personnel door in the partition wall will not be construed to create a larger area served. The exits will not be required to be one-half of the diagonal apart.

[Statutory Authority: RCW **43.22.340** and **43.22.480**. WSR 99-13-010, § 296-150F-0610, filed 6/4/99, effective 7/5/99.]

296-150F-0620

Does the department require a water system expansion tank be installed?

The department will only require that a tee be installed in an accessible location for the future addition of an expansion tank where one may be installed if required.

[Statutory Authority: RCW **43.22.340** and **43.22.480**. WSR 99-13-010, § 296-150F-0620, filed 6/4/99, effective 7/5/99.]

296-150F-0625

Are there any special requirements for portable school classrooms?

In addition to the requirements in the state building code, the department of health has rules regulating primary and secondary schools in chapter **246-366** WAC. One of those requirements is that "Instructional areas shall have a minimum average ceiling height of 8 feet."

[Statutory Authority: RCW **43.22.340** and **43.22.480**. WSR 99-13-010, § 296-150F-0625, filed 6/4/99, effective 7/5/99.]

296-150F-0630

When HVAC equipment is supplied with more than one CFM rating, which rating do I use?

Where HVAC equipment manufacturers show multiple cubic feet per minute (CFM) ratings and/or multiple water gauge ratings, you must use the highest rated capacity.

[Statutory Authority: RCW [43.22.340](#), [43.22.350](#), [43.22.355](#), [43.22.360](#), [43.22.400](#), [43.22.432](#), [43.22.433](#), [43.22.434](#), [43.22.450](#), [43.22.480](#), and [43.22.485](#). WSR 00-17-148, § 296-150F-0630, filed 8/22/00, effective 9/30/00.]

296-150F-0700

Must manufacturers of factory-built housing and commercial structures notify you if they manufacture at more than one location?

(1) If you are manufacturing factory-built housing and commercial structures at more than one location, approved design plans must be available at each manufacturing location.

(2) You are required to send us the following information for each manufacturing location:

- (a) Company name;
- (b) Mailing and physical address; and
- (c) Phone and fax number if available.

(3) You must update this information as it changes.

[Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0700, filed 10/23/96, effective 11/25/96.]

296-150F-0710

Must manufacturers of factory-built housing and commercial structures notify you of a change in business name or address?

(1) If you are moving, notify us in writing prior to a change of business name or address.

(2) Your notice must include the change of name and address.

[Statutory Authority: RCW [43.22.340](#), [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0710, filed 10/23/96, effective 11/25/96.]

296-150F-0720

Must manufacturers of factory-built housing and commercial structures notify you of a change in business ownership?

(1) When a manufacturer changes ownership, the new owner must notify us in writing immediately.

(2) A new owner may continue to manufacture the units according to a prior approved design plan if the prior owner releases the design plan.

[Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-0720, filed 10/23/96, effective 11/25/96.]

296-150F-3000

Factory-built housing and commercial structure fees.

GENERAL INFORMATION		
Manufacture:	Manufacturer #	
1. Building use:	2. Building occupancy:	
3. Type of construction:	4. Square footage of building:	
5. Valuation of the building shall be based on the following:		
• Square footage of the building multiplied by the amount in the BVD valuation table		\$
6. Total valuation:		\$
PERMIT FEE		
7. Calculate from building permit fee table using the total valuation . .		\$
. .		
STRUCTURAL PLAN REVIEW FEE*		
8. One year design review: (Valid for one year) multiply the total on line 7 by 0.35		\$
9. Master plan review: (Valid for the code cycle) multiply the total on line 7 by 0.50. . . .		\$
* Minimum plan review fee is 2 1/2 hours x \$85.50 per hour		
FIRE AND LIFE-SAFETY PLAN REVIEW FEE (if required)		
10. Fire and life-safety plan review:		
a. One year design—Multiply the total on line 7 by 0.15		\$
b. Master plan design—Multiply the total on line 7 by 0.25		\$
• Required for all structures that are more than 4,000 square feet and for all A, I, and H occupancy		
PLUMBING PLAN-REVIEW FEE		
11. Plumbing \$18.00 + \$6.00 per fixture		\$
12. Medical gas \$18.00 + \$6.00 per gas outlet		\$
DESIGN RENEWAL OR ADDENDUM		
13. 10% of building permit + \$85.50		\$
RESUBMITTAL		
14. 10% of building permit + \$85.50		\$

ELECTRICAL PLAN-REVIEW FEE15. See WAC **296-46B-906** (9) for electrical review fees**NOTIFICATION TO LOCAL ENFORCEMENT AGENCY (NLEA)**

16. Notification to local enforcement agency fee: \$ 37.00

INSIGNIA FEES

17. FIRST SECTION \$ 273.40

18. EACH ADDITIONAL SECTION \$ 24.60

TOTAL FEES19. **Total** plan review Add lines 8 or 9 and 10 through 15 \$
fees:20. **Total fees due:** Includes plan fees, insignia fees, and NLEA \$
fees21. **Total amount paid** \$**Square Foot Construction Costs (BVD Table)^{a, b, c, and d}**

Group (2009 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	211.15	203.98	198.73	190.05	178.25	173.30	183.31	162.97	156.05
A-1 Assembly, theaters, without stage	193.16	185.99	180.74	172.06	160.31	155.36	165.32	145.04	138.12
A-2 Assembly, nightclubs	163.22	158.56	154.17	148.00	138.96	135.24	142.52	126.06	121.36
A-2 Assembly, restaurants, bars, banquet halls	162.22	157.56	152.17	147.00	136.96	134.24	141.52	124.06	120.36
A-3 Assembly, churches	195.10	187.93	182.68	174.00	162.21	157.26	167.26	146.94	140.02
A-3 Assembly, general, community halls, libraries, museums	163.81	156.64	150.39	142.71	129.91	125.96	135.97	114.63	108.71

A-4 Assembly, arenas	192.16	184.99	178.74	171.06	158.31	154.36	164.32	143.04	137.12
B Business	164.76	158.78	153.49	145.97	132.45	127.63	139.92	116.43	110.93
E Educational	176.97	170.85	165.64	158.05	146.37	138.98	152.61	127.91	123.09
F-1 Factory and industrial, moderate hazard	97.87	93.28	87.66	84.46	75.44	72.26	80.79	62.17	58.48
F-2 Factory and industrial, low hazard	96.87	92.28	87.66	83.46	75.44	71.26	79.79	62.17	57.48
H-1 High hazard, explosives	91.74	87.15	82.53	78.33	70.49	66.31	74.66	57.22	N.P.
H-2, 3, 4 High hazard	91.74	87.15	82.53	78.33	70.49	66.31	74.66	57.22	52.53
H-5 HPM	164.76	158.78	153.49	145.97	132.45	127.63	139.92	116.43	110.93
I-1 Institutional, supervised environment	164.82	159.04	154.60	147.90	135.84	132.25	144.15	121.88	117.55
I-2 Institutional, hospitals	277.07	271.09	265.80	258.28	243.90	N.P.	252.23	227.88	N.P.
I-2 Institutional, nursing homes	193.00	187.02	181.74	174.22	160.98	N.P.	168.16	144.96	N.P.
I-3 Institutional, restrained	187.72	181.73	176.45	168.93	156.64	150.82	162.87	140.63	133.13
I-4 Institutional, day care facilities	164.82	159.04	154.60	147.90	135.84	132.25	144.15	121.88	117.55
M Mercantile	121.57	116.92	111.53	106.36	96.96	94.25	100.88	84.07	80.36
R-1 Residential, hotels	166.21	160.43	155.99	149.29	137.39	133.80	145.70	123.43	119.10
R-2 Residential, multiple family	139.39	133.61	129.17	122.47	111.23	107.64	119.54	97.27	92.94
R-3	131.18	127.60	124.36	121.27	116.43	113.53	117.42	108.79	101.90

Residential, one and two family									
R-4	164.82	159.04	154.60	147.90	135.84	132.25	144.15	121.88	117.55
Residential, care/assisted living facilities									
S-1 Storage, moderate hazard	90.74	86.15	80.53	77.33	68.49	65.31	73.66	55.22	51.53
S-2 Storage, low hazard	89.74	85.15	80.53	76.33	68.49	64.31	72.66	55.22	50.53
U Utility, miscellaneous	71.03	67.02	62.71	59.30	52.86	49.43	56.33	41.00	39.06
a	Private garages use utility, miscellaneous								
b	Unfinished basements (all use group) = \$15.00 per sq. ft.								
c	For shell only buildings deduct 20 percent								
d	N.P. = not permitted								

Table 1-A - Building Permit Fees

Total Valuation	Fee
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof
INITIAL FILING FEE (first time applicants)	\$66.80
DESIGN PLAN FEES:	
INITIAL FEE - MASTER DESIGN (code cycle), 50% of permit fee*	
INITIAL FEE - ONE YEAR DESIGN, 35% of permit fee*	

RENEWAL FEE - 10% of permit fee +	\$85.50
RESUBMIT FEE - 10% of permit fee +	\$85.50
ADDENDUM (approval expires on same date as original plan) - 10% of permit fee +	\$85.50
ELECTRONIC PLAN SUBMITTAL FEE \$5.40 per page for the first set of plans and \$1.00 per page for each additional set of plans. These fees are in addition to any applicable design plan fees required under this section.	
PLUMBING PLAN FEE, \$18.00 + PER FIXTURE FEE of	\$6.00
MEDICAL GAS PLAN FEE, \$18.00 + PER OUTLET FEE of	\$6.00
Note: Mechanical systems are included in the primary plan fee	
FIRE SAFETY PLAN REVIEW AS REQUIRED (Required for all structures that are more than 4,000 square feet and for all A, I, and H occupancy)	
MASTER DESIGN - 25% of permit fee	
One year design - 15% of the permit fee	
ELECTRICAL PLAN REVIEW - Find fees @ http://apps.leg.wa.gov/wac/default.aspx?cite= 296-46B-906	
RECIPROCAL PLAN REVIEW:	
INITIAL FEE-MASTER DESIGN (minimum 3 hours)	\$85.50 per hour
INITIAL FEE-ONE YEAR DESIGN (minimum 2 hours)	\$85.50 per hour
RENEWAL FEE (minimum 1 hour)	\$85.50
ADDENDUM (minimum 1 hour)	\$85.50 per hour
PLANS APPROVED BY DESIGN PROFESSIONALS - 10% of permit fee +	\$85.50
APPROVAL OF EACH SET OF DESIGN PLANS BEYOND FIRST THREE SETS - 5% of permit fee +	\$85.50
DEPARTMENT INSPECTION FEES	
INSPECTION/REINSPECTION (Per hour** plus travel time** and mileage***)	\$85.50
TRAVEL (Per hour**)	\$85.50
PER DIEM***	
HOTEL****	
MILEAGE***	
RENTAL CAR****	
PARKING****	
AIRFARE****	
DEPARTMENT AUDIT FEES:	
AUDIT (Per hour**)	\$85.50
TRAVEL (Per hour**)	\$85.50

PER DIEM***	
HOTEL****	
MILEAGE***	
RENTAL CAR****	
PARKING****	
AIRFARE****	
INSIGNIA FEES:	
FIRST SECTION	\$273.40
EACH ADDITIONAL SECTION	\$24.60
REISSUED-LOST/DAMAGED	\$66.80
OTHER FEES:	
FIELD TECHNICAL SERVICE (Per hour** plus travel time** and mileage***)	\$85.50
NOTIFICATION TO LOCAL ENFORCEMENT AGENCY (NLEA)	\$37.00
PUBLICATION PRINTING AND DISTRIBUTION OF RCWs AND WACs (One free copy per year upon request)	\$13.70
REFUND FEE	\$25.00
* Minimum plan review fee is 2 1/2 hours at the field technical service rate.	
** Minimum charge of 1 hour; time spent greater than 1 hour is charged in 1/2 hour increments.	
*** Per state guidelines.	
**** Actual charges incurred.	

[Statutory Authority: Chapter **43.22** RCW and 2011 1st sp.s. c 50. WSR 12-06-069, § 296-150F-3000, filed 3/6/12, effective 4/30/12. Statutory Authority: Chapters **18.106**, **43.22** RCW, 2008 c 285 and c 329. WSR 08-12-042, § 296-150F-3000, filed 5/30/08, effective 6/30/08. Statutory Authority: Chapters **18.27**, **18.106**, **43.22**, and **70.87** RCW. WSR 07-11-128, § 296-150F-3000, filed 5/22/07, effective 6/30/07. Statutory Authority: Chapter **43.22** RCW. WSR 07-05-063, § 296-150F-3000, filed 2/20/07, effective 4/1/07. Statutory Authority: Chapters **18.106**, **43.22**, and **70.87** RCW. WSR 06-10-066, § 296-150F-3000, filed 5/2/06, effective 6/30/06. Statutory Authority: Chapter **43.22** RCW. WSR 05-23-002, § 296-150F-3000, filed 11/3/05, effective 12/4/05. Statutory Authority: Chapters **18.27**, **43.22**, and **70.87** RCW. WSR 05-12-032, § 296-150F-3000, filed 5/24/05, effective 6/30/05. Statutory Authority: Chapter **43.22** RCW and 2003 c 291. WSR 05-01-102, § 296-150F-3000, filed 12/14/04, effective 2/1/05. Statutory Authority: Chapters **18.27** and **43.22** RCW. WSR 04-12-048, § 296-150F-3000, filed 5/28/04, effective 6/30/04. Statutory Authority: RCW **43.22.340**, **43.22.400**, **43.22.432**, **43.22.433**, **43.22.434**, **43.22.480**, and **43.22.485**, 2002 c 268, and chapter **43.22** RCW. WSR 03-12-044, § 296-150F-3000, filed 5/30/03, effective 5/30/03. Statutory Authority: RCW **43.22.350**, **43.22.434**, **43.22.480**, **43.22.500**, **18.27.070**, **18.27.075**, **70.87.030**, **19.28.041**, **19.28.051**, **19.28.101**, **19.28.121**, **19.28.161**, **19.28.201**, **19.28.211**, **19.28.341**, 2001 c 159, and chapters **43.22**, **19.28**, **18.27**, and **70.87** RCW. WSR 01-12-035, § 296-150F-3000, filed 5/29/01, effective 6/29/01. Statutory Authority: Chapters **43.22**, **18.27**, **70.87** and **19.28** RCW. WSR 99-12-080, § 296-150F-3000, filed 5/28/99, effective 6/28/99. Statutory Authority: Chapters **18.106**, **18.27** and **43.22** RCW. WSR 98-12-041, § 296-150F-3000, filed 5/29/98, effective 6/30/98. Statutory Authority: RCW **70.87.030**, **18.27.070**, [18.27.]075, **43.22.350**, [43.22.]355, [43.22.]434 and [43.22.]480(2). WSR 97-11-053, § 296-150F-3000, filed 5/20/97, effective 6/30/97. Statutory Authority: RCW **43.22.340**, [43.22.]355, [43.22.]360, [43.22.]432, [43.22.]440 and [43.22.]480. WSR 96-21-146, § 296-150F-3000, filed 10/23/96, effective 11/25/96.]

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