



Hazardous Materials Checklist



Project Name: _____
 Project Address: _____
 Project Contact: _____

General Project Submittal Minimum Standards:

Plans which do not contain the minimum information required will not be accepted for plan check.

Applicant	Office Use Only	Minimum Plan Review Standards
		Completed Permit ELECTRONIC PERMIT APPLICATION required at the time of plan submittal.
		Clear and legible ELECTRONIC DRAWINGS .
		LINES and letters must be dark enough to provide good contrast on paper.
		TEXT must be easily read without magnification.
		Pencil electronic drawings are <u>not</u> acceptable (including corrections or alterations).
		SCALE: All drawings must be drawn to scale.
		SIZE REQUIREMENTS: Electronic drawings must be of one size. Size of plans must be adequate size to allow for plan review.
		Washington State Law requires that any registered professional who prepares or supervises the preparation of drawings and construction documents stamp and sign such documents.
		Compass direction and clearly marked scale on all plans.
		Provide a narrative of the scope of work.
		Completed Permit ELECTRONIC PERMIT APPLICATION required at the time of plan submittal.

Requirements:

Applicant	Office Use Only	Description of Requirements
		ELECTRONIC DRAWINGS: Provide clear and legible drawings with cut sheets for this specific residential/commercial structure required for submittal. Note: Additional drawings may be required to be submitted if the applicant requires more than one stamped, approved set of plans.
		Working Drawings – Floor Plans:
		Location of hazardous chemicals in the building or outside the building with complete site design.
		Location and type of fire walls that will be used.
		System Information:
		Legend showing all symbols, device descriptions, size, and location.
		Cut sheets for all material being used and compatibility with hazardous material being used.
		All piping, tubing, valves and fittings need to be shown on the plans with proper identification on the piping stating what is being conveyed.
		Spill control area with calculations (showing that it can contain the largest vessel and the sprinkler flow for 20 minutes or a 24 hour rain fall), type of sealant that will be used, sump, drainage system and monitoring system.
		Ventilation system that includes a rate of flow of not less than 1 cubic feet per minute per square foot, continuous operation, and manual shut off location and location of exhaust and inlet.
		Separation of incompatible materials; please fill out an HMIS form that is located on the MFD RFA web page under prevention.
		Sprinkler system design.
		Explosion control showing all venting.
		Standby or emergency power system that will be used.
		Show all limit controls (high-liquid level, low-liquid level, temperature and pressure).
		Emergency alarm system device type with location and supervision and monitoring.
		If transferring liquid please indicate if it is an open or closed system.
		The sources of primary and secondary power.



Hazardous Materials Checklist



Please read the information below and sign before submitting your application:

Your application shall be deemed complete only if this checklist is completed and submitted along with the submittal package. Submittals not accompanied by a checklist will not be accepted. Accuracy of the submittal package, including this checklist, is the responsibility of the applicant. Failure to submit an accurate submittal package will be considered an incomplete application by the Plan Reviewer. An incomplete submittal will result in a HOLD. A resubmittal (new submittal package) will be required and always results in a delay.

I have checked the application boxes and have included those requirements in my submittal.

Print Name

Signature and Date