CITY OF SEQUIM

DEPARTMENT OF COMMUNITY DEVELOPMENT
152 W. Cedar Street, Sequim, WA 98382
(360) 683-4908

STOCK PLAN PROGRAM

A person or company holding title to the plans may establish a Stock Plan through the building permit application process with the initial submittal of the plans. A Stock Plan is an identical plan (no mirrored plans) for a residential structure that the Sequim Department of Community Development has previously approved under the currently adopted building code. Stock Plans with any revisions other than those design options allowed by the Building Official as described in the stock plan program will not be permitted.

Stock Plan approvals will expire coinciding with the state's adoption of new or updated building codes. Under no circumstances will an identical plan from a previous code cycle be authorized for use as a Stock Plan.

Once the Stock Plan is approved and established, it will be assigned a file number and be retained on record for the duration of the current state code adoption to be used for issuance of future building permits.

Building permit applications utilizing a Stock Plan that will be constructed on an individual lot must be accompanied by a site-specific letter from the Design Professional and Engineer of Record that states the building design is appropriate for the proposed site. For buildings being constructed in a subdivision, a blanket letter, that identifies all the lots, may be substituted for site specific letters. A copy of the subdivision map showing the lot locations must be included in the blanket letter. Each Registered Design Professional must also provide their stamp on the submitted document as demonstrated intent to provide new approval of the design and specifically identify any approval limitations, conditions, or other modifications.

Plans submitted for approval as a Stock Plan that are designed by a registered architect or professional engineer, or are otherwise protected by Federal Copyright laws, must be accompanied by a document signed by the holder of the copyright protection authorizing its copying and repeated use.

Stock Plan applications will be placed in the plan review queue and processed the same as all building permit application submittals.

Building permit applications utilizing an approved Stock Plan must include all information identified in the application for approval of a Stock Plan and all required fees, otherwise the plan will be rejected and the application returned to the applicant.

All proposed design options must be included in the plan set submitted for review to establish the Stock Plan. At the time of permit application utilizing an approved Stock Plan, all design options to be constructed must be clearly identified in the application materials. Revisions to approved Stock Plans other than identifying chosen design options are not permitted.

Allowable options for stock plans may include a mirrored plan, different elevations, energy code compliance methods, bay windows, skylights, or similar construction features that do not alter the size of the structure.

To apply for a building permit using an approved Stock Plan, applicants must submit:

1. New Building Permit Application with the Stock Plan file number written as the project description.
2. Document authorizing copying and use as outlined in Chapter 15.04.022.
3. Document of site approval as outlined in Chapter 15.04.022.
4. New Site Plan/Cover Sheet.
5. New Stormwater, Erosion, and Sediment Control Plan Checklist.
6. New Energy Worksheets (only if changing Energy Credit Options).
7. Applicable Fees.

Sequim Municipal Code (SMC) 15.04.022 Stock plans.

IRC Section 106 is amended by adding an additional subsection, R106.6, as follows:

R106.6 Stock Plans. The Building Official may institute a program to facilitate the repeated use of construction plans and to create an efficient, cost saving procedure for applicants building identical R-3 and U occupancy residential structures. The program must include, as a minimum, all of the following:

A person or company holding title to the plans may establish a Stock Plan through the building permit application process with the initial submittal of the plans. A Stock Plan is an identical plan for a residential structure that has been previously approved by Sequim Department of Community Development under the currently adopted building code. Stock Plans with any revisions other than those design options allowed by the Building Official as described in the Stock Plan Program will not be permitted.

Stock Plan approvals will expire coinciding with the state's adoption of new or updated building codes. Under no circumstances will an identical plan from a previous code cycle be authorized for use as a Stock Plan.

Building permit applications utilizing a Stock Plan that will be constructed on an individual lot must be accompanied by a site-specific letter from the Registered Design Professional that states the building design is appropriate for the proposed site. For buildings being constructed in a subdivision, a blanket letter, that identifies all the lots, may be substituted for site specific letters. A copy of the subdivision map showing the lot locations must be included in the blanket letter. Each Registered Design Professional must also provide their stamp on the submitted document as demonstrated intent to provide new approval of the design and specifically identify any approval limitations, conditions, or other modifications.

Plans submitted for approval as a Stock Plan that are designed by a registered architect or professional engineer, or are otherwise protected by Federal Copyright laws, must be accompanied by a document signed by the holder of the copyright protection authorizing its copying and repeated use.

Stock Plan applications will be placed in the plan review queue and processed the same as all building permit application submittals.

Building permit applications utilizing an approved Stock Plan must include all information identified in the application for approval of a Stock Plan and all required fees, otherwise the plan will be rejected and returned to the applicant.

Fees for establishing and using stock plans will be as set forth in SMC Chapter 3.68, Rates and Fees.