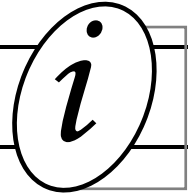




Residential Building Permits



LAND MANAGEMENT DIVISION 3050 N. DELTA HWY, EUGENE OR 97408

CONTACT PHONE NUMBERS:

Building Program: (541) 682-4651

Inspection Requests: (888) 299-2821

Fax: (541) 682-3947

A full staff directory is available online at:

www.lanecounty.org

OFFICE HOURS:

Building Plans Examination Staff Available

9:00am – 3:00pm (Mon-Fri)

Building & Electrical Inspectors Available

By Appointment

Permit Drop-off, Pick-up & Fee Payment

9:00am – 4:00pm (Mon-Fri)

This handout has been prepared to provide you with basic information on applying for a building permit. Each project is unique and while some fall into a set of basic requirements, others may be more complex. Also included in this packet is an outline of standards for building plans.

On your first visit to the Land Management Division you can meet with the Builder on Duty (BOD) between 9:00am-3:00pm M-F to help answer any questions you may have about building plans and the permit process. If this is new construction or an addition to an existing structure you will need to meet with the Planner on Duty (POD) between 9:00am-3:00pm M-F as well. At this time the POD will go over your proposed project and provide basic research to make sure your project satisfies applicable land use and zoning requirements. The Planning Program will also determine if your project needs a Building Permit Review Meeting.

How & When We Can Help You

Building Plans Examination Staff Available:

9:00am – 3:00pm (Mon-Fri)

Please feel free to speak to one of our technical staff during their available office hours. Our technical staff can help answer any questions that you have about the permit process.

Building & Electrical Inspectors Available by Appointment

You may arrange for a time to meet with our inspections staff in the office or onsite.

Permit Drop-off, Pick-up & Fee Payment:

9:00am – 4:00pm (Mon-Fri)

You may apply for the following permits over the counter – *alteration, demolition, mechanical, plumbing, or electrical permit*. Other types of applications may require a Building Permit Review Meeting. If you are picking up a permit that has been approved, you can go to the Land Management front counter and the staff on duty will let you know of any charges due and will then provide you with your issued permit packet.



Common Questions & Information

- **How much will a building permit cost?**

We have a permit fee calculator on our Lane County website in the building safety section. All permit fees vary based on the projects approximate construction cost, planning fees and sanitation fees.

- **What can I do without a building permit?**

You may obtain a copy of the Building Program's informational handout entitled "Residential Work Exempt from Building Permits" for a complete listing of work that is not required to be permitted. The building permit exemptions contained in the handout apply to residential construction projects (reference R105.2 of the 2017 Oregon Residential Specialty Code for complete listing). For exemptions related to commercial projects or for clarifications to the handout, please contact the Building Program.

PLEASE NOTE: Exemption from building permit requirements shall not be considered authorization for any work to be done in manner in violation of the provisions of the applicable specialty code or any statute, regulation or ordinance of the County or State. Further, exemption from building permit does not eliminate the owner's obligation to obtain any and all applicable zoning/land use or sanitation approvals prior to beginning work.

- **When do I need a building permit?***

- Adding a room
- Build, demolish, or move a carport, garage, or shed of more than 200 square feet and/or 10 feet in height
- Finish an attic, garage, or basement to make additional living space
- Cut a new window or door opening, or widen existing openings
- Move, remove or add walls
- Apply roofing when all of the old roofing is removed and new sheathing is installed

- Build a stairway
- Build a retaining wall more than four feet high
- Building a deck more than 30 inches above grade
- Put up a fence more than six feet high.
- Move more than 50 cubic yards of earth or any amount of cut or fill on sites affected by waterways or slope hazards

*** If you are not sure your project requires a building permit please contact our office.**

- **Do I need a plumbing permit?** *See separate handout from the State of Oregon.*

- **Do I need an electrical permit?** *See separate handout from the State of Oregon.*

- **What other department approvals will I need?**

Additional department "approvals" from Planning, Compliance or Sanitation may be required prior to the issuing of a building permit.

- **How long will it take for my building permit to be issued?**

Once a complete application is made to our office, the time it takes to review and approve the application will vary depending on its complexity. In addition, seasonal fluctuations of demand can affect permit review timelines as well. Once your application is submitted, deemed complete and logged in, you may contact the Building Program for an estimation of time for review. A permit on hold waiting for additional information such as engineering will typically increase the wait time before your permit is issued. Providing all the required permit information to our office in a timely manner will ensure any such delay is minimized.

- **Can I draw my own construction plans?**

Yes, you can draw your own plans or you can have an architect, engineer, designer or other knowledgeable professional draw them for you.

BUILDING PLANS must be in an architectural scale ($\frac{1}{4}" = 1'$, $\frac{1}{8}" = 1'$, etc...)

SITE PLAN must be in a Standard Engineering Scale for example: $1" = 10'$, $20'$, $40'$, etc...

What are "AS-BUILT" structures?

Structures that have been built without a building permit when a permit was required for construction. The Compliance Program works in conjunction with the Building Program and the property owner to help remedy these situations.

If your contact with Land Management is the result of an enforcement action for an "As-Built" structure, it is imperative that you first contact the Compliance Program and they will facilitate the contact with the Planning, Sanitation and Building Programs.



PLAN REQUIREMENTS

Lane County Building Program
Building Permits (541) 682-4651
3050 N. Delta Hwy, Eugene, Oregon 97408

The following items are required for complete submittal for a building permit with the Lane County Building Program.

- **Site Plan**
- **Foundation Plan**
- **Floor Plans**
- **Cross-Section & Details**
- **Elevation Views**
- **Roof & Floor Framing**
- **Wall Bracing Details**
- **Calculations/Engineering (if required)**

**2 SETS OF PLANS
ARE REQUIRED**

**INCLUDE 2 SETS OF
ENGINEERING
CALCULATIONS IF
APPLICABLE.**

HOW TO PREPARE YOUR SITE PLAN

(Needed for new construction, additions and floodplain sites)

1. SITE PLAN (Drawn to scale)

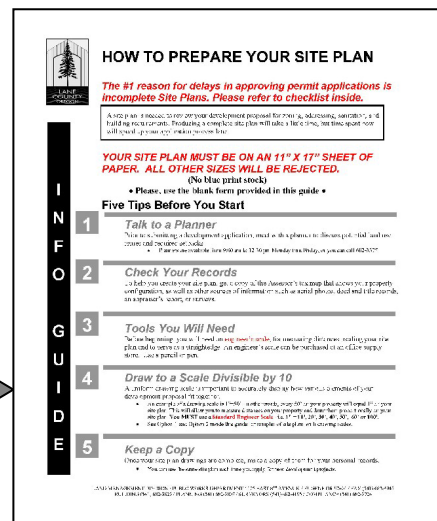
- ___ a. Show property dimensions
- ___ b. Location of driveway & easements
- ___ c. Natural/physical features (rivers, lakes, power lines, utility locations, septic tank, drain field, sewer line, water line, well etc...)
- ___ d. Other existing structures.
- ___ e. Footprint of proposed structure (including; decks, setback dimensions, and separation between structures.)
- ___ f. Indicate owner, legal description, area of lot, North arrow.

(See *handout HOW TO PREPARE YOUR SITE PLAN* for more details to create a site/plot plan)

A site plan is needed to review your development proposal for zoning, addressing, sanitation, and building requirements. Producing a complete site plan will take a little time, but time spent now will help expedite your permit process.

You MUST use a Standard Engineering Scale
example: 1" = 10', 20', 40', etc...

Site Plan Handout



All Plans Must be to Scale (Architectural Scale)

2. FOUNDATION PLAN (1/4" Scale)

- ☐ a. Show dimensions of foundation footprint, include footing and foundation sizes and rebar requirements.
- ☐ b. All locations of foundation bolts/hold downs, reinforcing pads, strip footings, connection details, foundation vent size & locations.
- ☐ c. Show basement walls, retaining walls that retain more than 4 feet of unbalanced fill.

3. FLOOR PLANS

- ☐ a. Show all room dimensions and identify the room type (ex: bedroom, laundry, living room, bath, etc...)
- ☐ b. Show window and door sizes.
- ☐ c. Indicate placement of smoke alarms,
- ☐ d. Show location of water heater, furnace, ventilation fans, and plumbing fixtures.

4. CROSS SECTION(S) AND DETAILS

- ☐ a. A minimum of one cross section is required for each framing system.
- ☐ b. Show all framing member sizes, spacing for beams, joists, headers, rafters, sub-floor, wall & roof construction. (Wood members must be GRADED lumber)
- ☐ c. Indicate wall, roof & floor sheathing (lay-up with nail type & patterns).
- ☐ d. Show details of footing/foundation.
- ☐ e. Show details of fireplace, stairways, floor, wall, & roof assemblies (indicate all materials to be used and include thermal insulation)
- ☐ f. Indicate all vertical dimension heights of walls, roofs, decks & balconies.

5. ELEVATION VIEWS

- ☐ a. For New Construction: provide North, South, East & West elevations of building exterior.
- ☐ b. For Additions & Alterations: provide a minimum of two elevations.
- ☐ c. All elevations shall accurately indicate roof slope, materials used at exterior of structure, height of decks, and balconies.
- ☐ d. Indicate all finished slope minimum of 10 feet away from structure in all directions.

6. FLOOR & ROOF FRAMING PLANS

- ☐ a. Accurately indicate all structural member types (headers, beams, joists and posts) for floor & roof assemblies, include; size, spacing, column location and bearing wall location.
- ☐ b. Truss layout plan & truss details for each type of truss shall be submitted at time of permit application. Manufactured roof/floor systems shall be designed by an Oregon licensed Architect or Engineer to accurately show location and requirements for all engineered components/assemblies.
- ☐ c. All designs shall clearly indicate bearing points, allowable loads and have minimum bearing requirements clearly stated on plans.
- ☐ d. Non-standard stud construction of roof/floor components for bearing supports shall be specified by the architect or engineer on the submitted plans.
- ☐ e. All designed roof systems shall support all imposed & required design loads (including snow-drift loading if applicable).

7. WALL BRACING

- ☐ a. Provide all pertinent information including, but not limited to, bracing methods, location and length of braced wall panels and foundation requirements of braced wall panels at top and bottom, fastening requirements and material of sheathing.
- ☐ b. Alternate designs require calculated lateral analysis & details drawn by an Oregon licensed Architect or Engineer.

8. CALCULATIONS

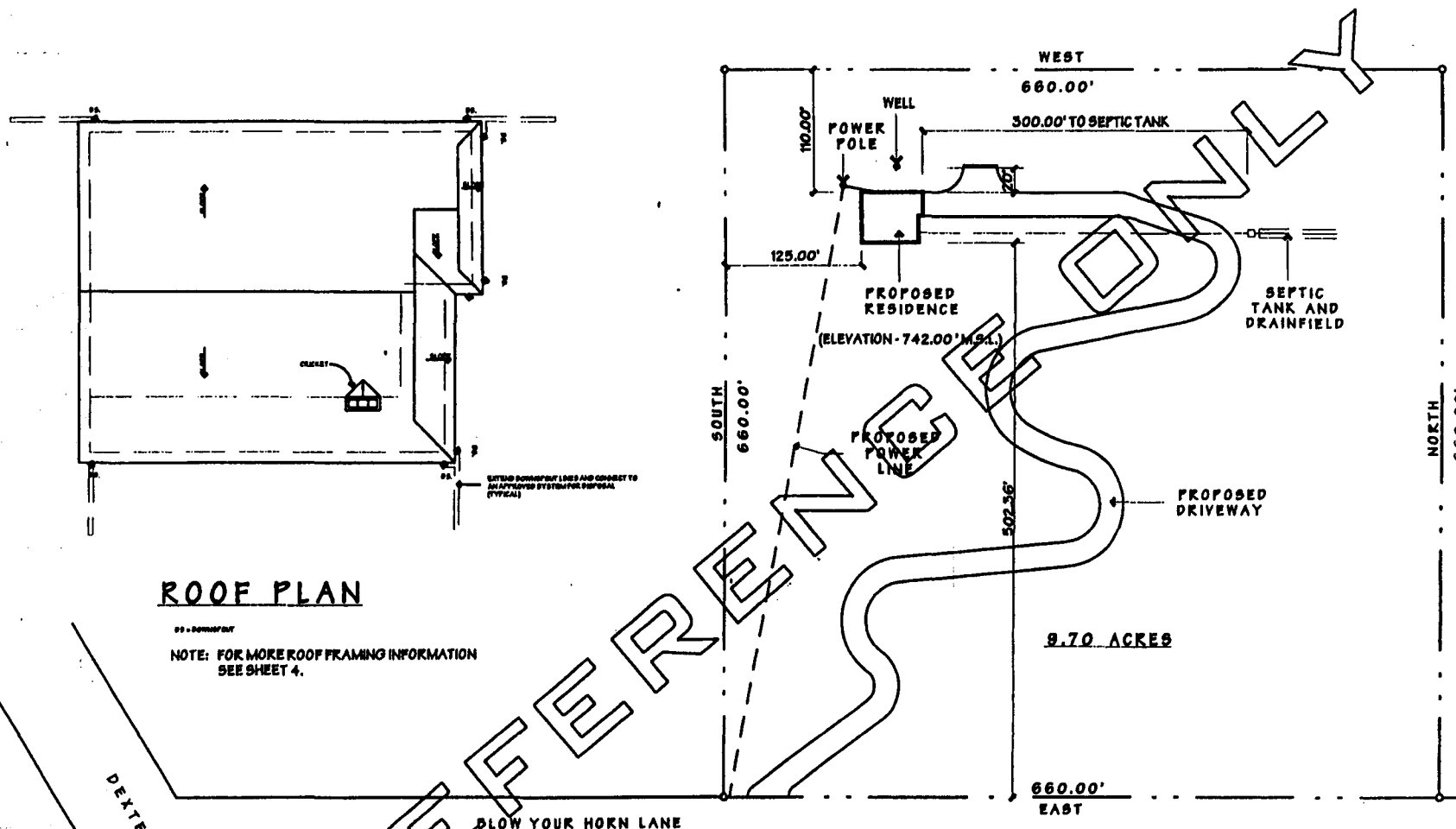
- ☐ a. You might be asked to provide additional calculation stamped by a licensed Engineer for footings, beams, joists, rafters & columns; you must provide two sets of calculations.

A RESIDENCE FOR:
JO AND JOANN BLOW
BLOW YOUR HORN LANE
DEXTER, OREGON

DRAWN BY: JNB
DATE: 04/02/2000
REV. -
DATE:

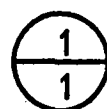
SITE PLAN
ROOF PLAN

SHEET
1
OF
8



ROOF PLAN

NOTE: FOR MORE ROOF FRAMING INFORMATION
SEE SHEET 4.



SITE PLAN

SCALE: 1"=100.00'

OWNERS:
JO AND JOANN BLOW
1888 WEST 126TH STREET
EUGENE, OREGON 97470
(541) 511-1115

LEGAL DESCRIPTION:
A 9.70 ACRE PARCEL BEING TAX LOT 101 IN SECTION
18, T. 26 S., R. 6 W., M. ALSO KNOWN AS TAX ACCOUNT
NUMBERS 43224.01 AND 43225.00. LOCATED IN LANE COUNTY,
OREGON

MINIMUM SPECIFIED COMPRESSION STRENGTH OF CONCRETE	
TYPE OR LOCATION OF CONCRETE CONSTRUCTION	MINIMUM SPECIFIED CONCRETE STRENGTH ¹
BASEMENT WALLS AND FOUNDATIONS NOT EXPOSED TO THE WEATHER	2,500 PSI
BASEMENT SLABS AND INTERIOR SLABS ON GRADE, EXCEPT GARAGE FLOOR SLABS	2,500 PSI
BASEMENT WALLS, FOUNDATION WALLS, EXTERIOR WALLS, AND OTHER VERTICAL CONCRETE WORK EXPOSED TO THE WEATHER	3,000 PSI
PORCHES, CARPORT SLABS AND STEPS EXPOSED TO THE WEATHER, AND GARAGE FLOOR SLABS	3,500 PSI

NOTES:

- AT 28 DAYS PSI.
- SEE TABLE NO. 301.2 FOR WEATHER POTENTIAL.
- CONCRETE IN AREAS WHICH MAY BE SUBJECT TO FREEZING AND THAWING DURING CONSTRUCTION SHALL BE AIR-ENTRAINED CONCRETE IN ACCORDANCE WITH FOOTNOTE 4.
- CONCRETE SHALL BE AIR-ENTRAINED. TOTAL AIR CONTENT (% BY VOLUME OF CONCRETE) SHALL BE NOT LESS THAN 5 PERCENT OR MORE THAN 7 PERCENT.

FOOTING SCHEDULE	
FOOTING MARK	FOOTING TYPE
F1	24" X 24" X 12" DEEP CONCRETE FOOTING / 2 - #4 REBAR EACH WAY.
F2	16" X 16" X 12" DEEP CONCRETE FOOTING / 2 - #4 REBAR EACH WAY.
F3	CONTINUOUS 16" X 8" DEEP CONCRETE FOOTING / 2 - #4 REBAR.
F4	CONTINUOUS 12" X 8" DEEP CONCRETE FOOTING / 2 - #4 REBAR.

GENERAL NOTES:

CLEAR ALL VEGETATION BEFORE PLACING FOOTINGS.

ALL CONCRETE STRENGTHS, (PSI), SHALL COMPLY WITH THE ABOVE MINIMUM CONCRETE STRENGTH REQUIREMENTS.

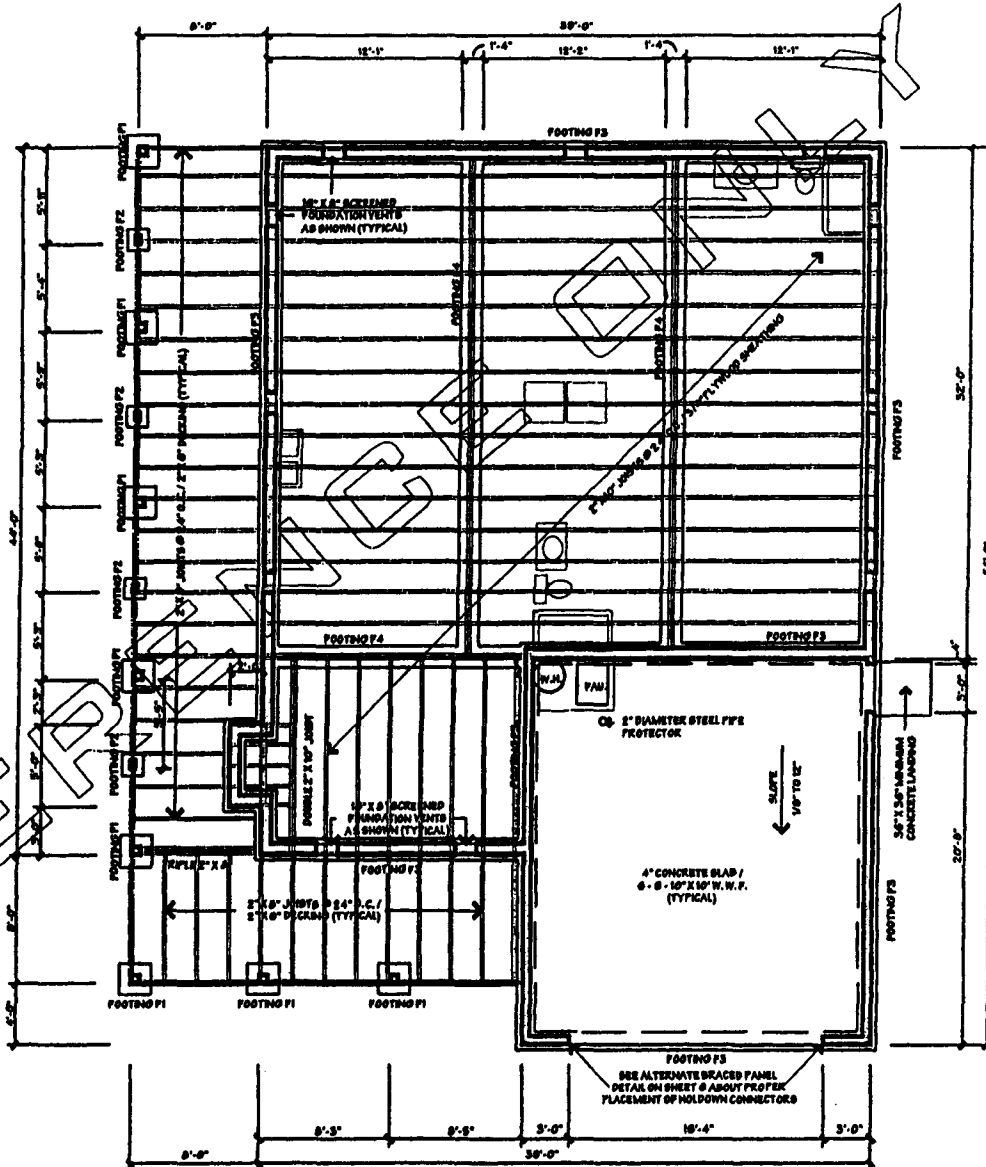
ALL REBAR SHALL BE A MINIMUM OF 40,000 PSI AND MUST OVERLAP A MINIMUM OF 18" IN ALL CORNERS AND JOINTS.

PROVIDE A MINIMUM 16" WIDE X 24" HIGH UNDER-FLOOR ACCESS TO ALL UNDER-FLOOR AREAS.

ALL DIMENSIONED LUMBER USED SHALL BE A MINIMUM OF NO. 2 GRADE EXCEPT DOUGLASS FIR / LARCH WOOD OR EQUAL UNLESS OTHERWISE SPECIFIED.

ALL WOOD EXPOSED DIRECTLY TO THE WEATHER OR IN CONTACT WITH CONCRETE SHALL BE PRESURE-TREATED WOOD OR EQUAL.

INDICATED FLOOR JOINTS MAY BE SUBSTITUTED WITH 0 1/2" T.J. PWD BRIDGES 18098 JOINTS @ 24" O.C. INSTALL TO MINIMUM MANUFACTURER'S SPECIFICATIONS.



1
2

FOUNDATION AND FLOOR FRAMING PLAN

1/8" = 1'-0"

ULTIMATE
DESIGN
A PICTITIOUS DRAFTING
SERVICE
1111 FIRST 11TH STREET
SPRINGFIELD, OREGON
(541) 511-1111

A RESIDENCE FOR:
JO AND JOANN BLOW
BLOW YOUR HORN LANE
DEXTER, OREGON

DRAWN BY: JWB
DATE: 04/02/2000
REV.:
DATE:

FOUNDATION PLAN

SHEET
2
OF
8

A RESIDENCE FOR:
JO AND JOANN BLOW
BLOW YOUR HORN LANE
DEXTER, OREGON

DRAWN BY: JWB
DATE: 04/02/2000
REV. -
DATE:

FLOOR PLAN
DOOR SCHEDULE
WINDOW SCHEDULE

SHEET
3
OF
8

DOOR SCHEDULE					
MARK	NO.	SIZE	TYPE	FINISH	REMARKS
1	2	3'-0" X 8'-0"	SWC	FS-1	MATCHED LOCK SET, PANELLED REEF
2	2	4'-0" X 7'-0"	SL/OL	N/A	VINYL FRAME TRENCH DOOR, INSERT
3	5	2'-0" X 8'-0"	MWC	FS-2	PRIVACY LOCK
4	1	2'-0" X 8'-0"	MTL	FS-3	MATCHED LOCK SET, 20 MINUTE RATED
5	2	4'-0" X 8'-0"	BUDK	FS-1	
6	1	4'-0" X 8'-0"	BUDK	FS-2	
7	1	2'-0" X 8'-0"	MWC	FS-2	
8	1	3'-0" X 8'-0"	BUDK	FS-2	MAIN INSTALLATION HARDWARE
9	1	3'-0" X 8'-0"	BUDK	FS-2	MAIN INSTALLATION HARDWARE
10	1	3'-0" X 8'-0"	BUDK	FS-2	MAIN INSTALLATION HARDWARE
11	1	4'-0" X 8'-0"	BUDK	FS-2	MAIN INSTALLATION HARDWARE
12	1	3'-0" X 8'-0"	SWC	FS-3	MATCHED LOCK SET
13	1	16'-0" X 7'-0"	OAK	FS-3	MAIN INSTALLATION HARDWARE MATCHED LOCK SET

LEGEND
SWC SOLID CORE BRICH DOOR
MWC HOLLOW CORE BRICH DOOR
MTL INSULATED METAL DOOR (R-2.5 MINIMUM)
SL/OL TEMPERED GLASS DOOR
BUDK VENEERED OAK BLIND DOOR
BUDK VENEERED OAK SL-FOLD DOOR
OAK PANELLED GARAGE DOOR

FINISH SCHEDULE
FS-1 EXTERIOR LIGHT-OAK STAIN, SEALER
FS-2 EXTERIOR LIGHT-OAK STAIN
FS-3 EXTERIOR LATEX PAINT, (COLOR CHOICE BY OWNER)

WINDOW SCHEDULE				
MARK	NO.	SIZE	TYPE	REMARKS
A	1	8'-0" X 5'-0"	SH	EXCESS WINDOW
B	2	3'-0" X 5'-0"	SH	EXCESS WINDOW
C	1	2'-0" X 3'-0"	SH	PRIVACY GLASS
D	1	4'-0" X 3'-0"	SH	EXCESS WINDOW
E	2	4'-0" X 5'-0"	SH	
F	1	6'-0" X 3'-0"	SL	
G	3	3'-0" X 5'-0"	SH	

LEGEND
SH SOLID VINYL ALUMINUM GAS FILLED WINDOW (U-0.40 MINIMUM)
SL VINYL ALUMINUM GAS FILLED WINDOW (U-0.40 MINIMUM)
SL VINYL ALUMINUM FRAME SLIDING GLASS WINDOW

GENERAL NOTES:

PROVIDE A MINIMUM OF 21" X 30" ATTIC ACCESS WITH 30" CLEAR HEIGHT ABOVE OPENING.

ALL EXCESS WINDOWS SHALL PROVIDE A MINIMUM OF 5.7 SQ. FT. OF USABLE WINDOW AREA WITH LEAST OPERABLE HEIGHT OF 24" AND THE LEAST OPERABLE WIDTH OF 20". MAXIMUM SILL HEIGHT SHALL BE 44".

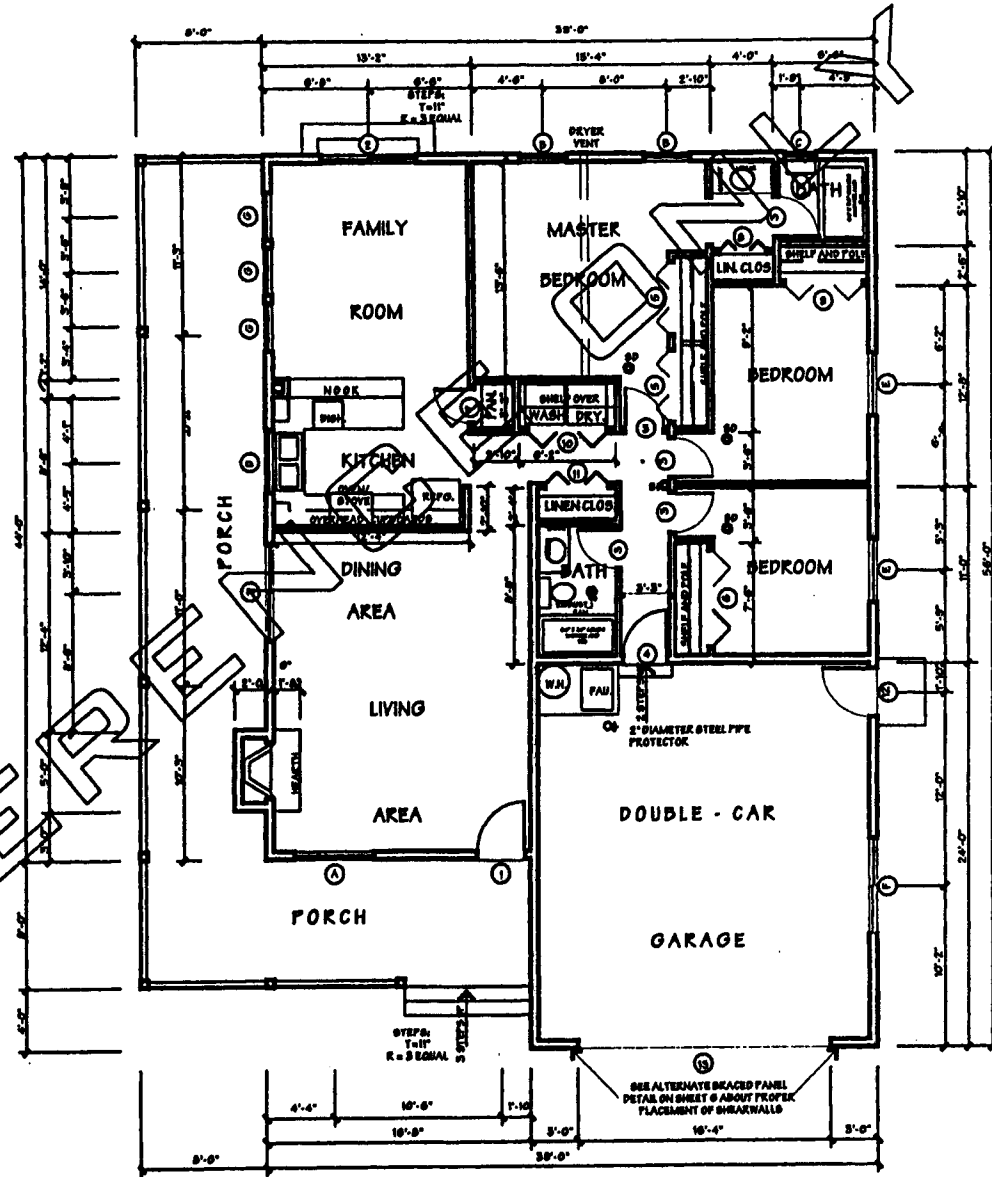
ALL STEPS OR STAIRS SHALL HAVE A MINIMUM TREAD OF 8" AND A MAXIMUM RISSER OF 8".

PROVIDE MANUFACTURER'S ENGINEERED TUBES DETAIL TWO WEEKS PRIOR TO INSTALLATION TO THE LAKE COUNTY BUILDING DEPARTMENT.

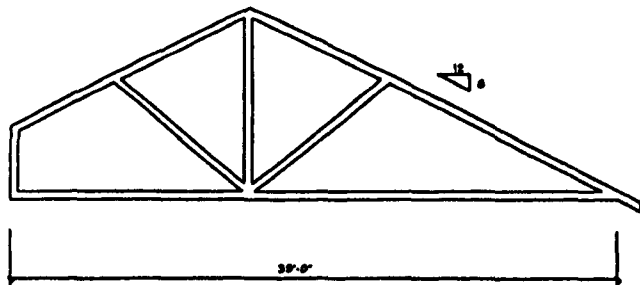
ALL LUMBER SHALL BE ASSUMED TO BE DOUGLAS FIR / LARCH NO. 2 OR BETTER WOOD UNLESS OTHERWISE SPECIFIED.

PROVIDE LANDING WHICH WILL BE A MINIMUM OF 3'-0" X 5'-0" ON EACH SIDE OF AN EXCESS DOOR, LOCATED WITHIN 18" OF THE TOP OF THE THRESHOLD. EXTERIOR DOORS MAY BE 6" BELOW THE TOP OF THE THRESHOLD.

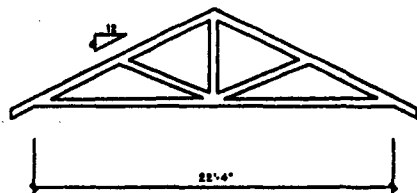
IF ADJACENT GRADE AT ALL PORCH AREAS EXCEEDS 10", PROVIDE A CHAIRRAIL A MINIMUM OF 36" ABOVE FINISHED FLOOR WITH INTERMEDIATE OPENINGS OF LEAST 36".



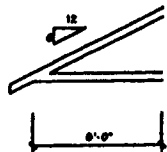
1 FLOOR PLAN
1/8" = 1'-0"



MANUFACTURED TRUSS TYPE A



MANUFACTURED TRUSS TYPE B

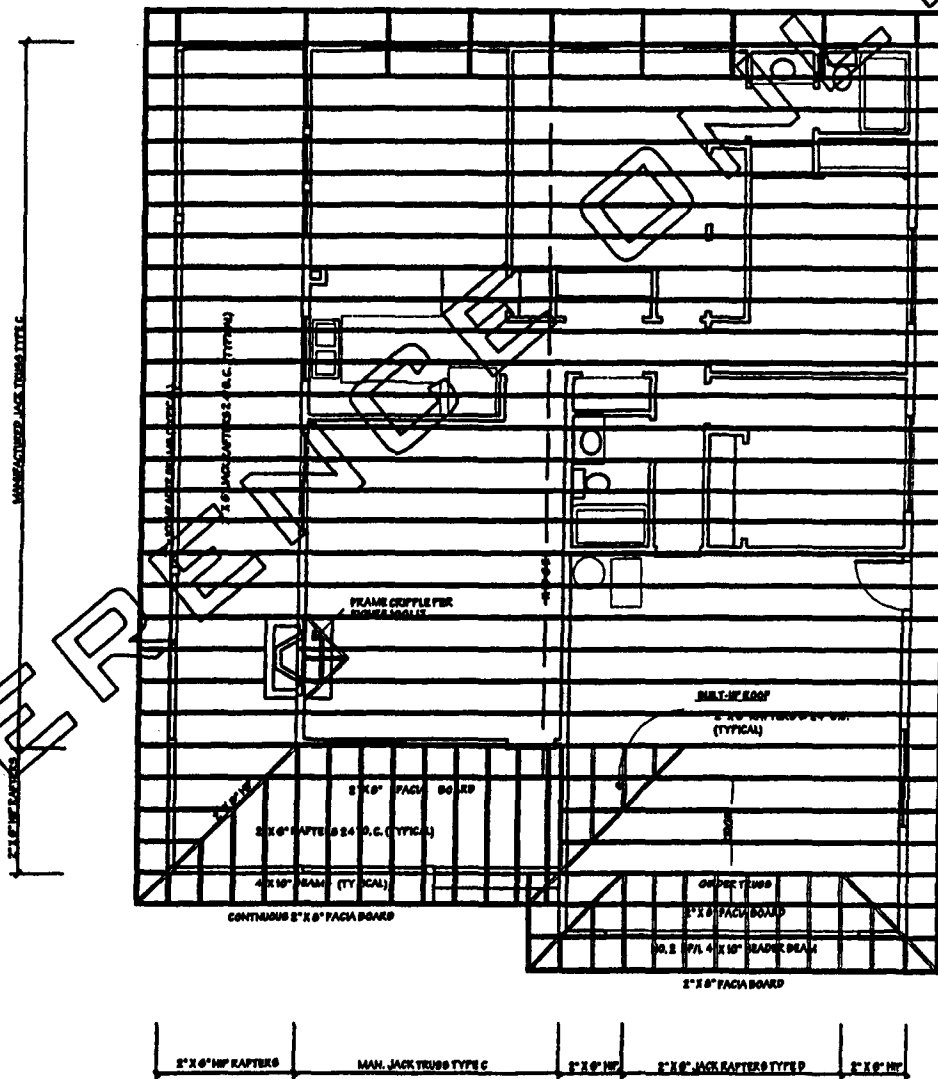


MANUFACTURED TRUSS TYPE C



MANUFACTURED TRUSS TYPE D

GENERAL NOTES:
 ALL TRUSSES AND RAFTERS ARE 24" O.C. UNLESS OTHERWISE SPECIFIED.
 ALL WOOD IS TO BE NO. 2 OR BETTER D.F./LARCH WOOD OR EQUAL UNLESS OTHERWISE SPECIFIED.
 ALL HEADER BEAMS ARE TO BE 4" X 10" MEMBERS UNLESS OTHERWISE SPECIFIED.



1 4 ROOF FRAMING PLAN

1/8" = 1'-0"

ULTIMATE
 DESIGN
 A FICTITIOUS DRAFTING
 SERVICE
 1111 FIRST 111TH STREET
 SPRINGFIELD, OREGON
 (541) 555-1111

A RESIDENCE FOR:
 JO AND JOANN BLOW
 BLOW YOUR HORN LANE
 DEXTER, OREGON

DRAWN BY: JWB

DATE: 04/02/2000

REV. -

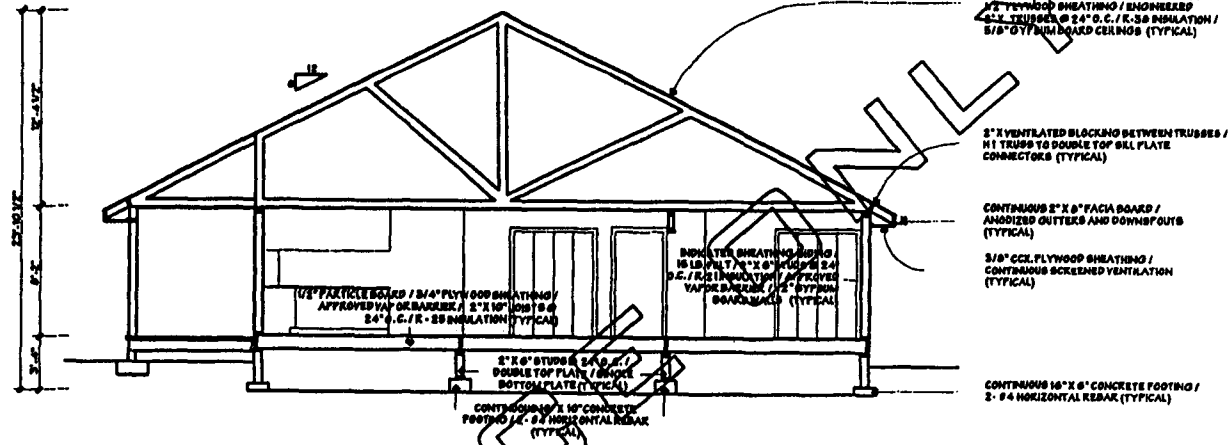
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ROOF FRAMING PLAN

SCHEMATIC TRUSS DETAIL

SHEET
 4
 OF
 8

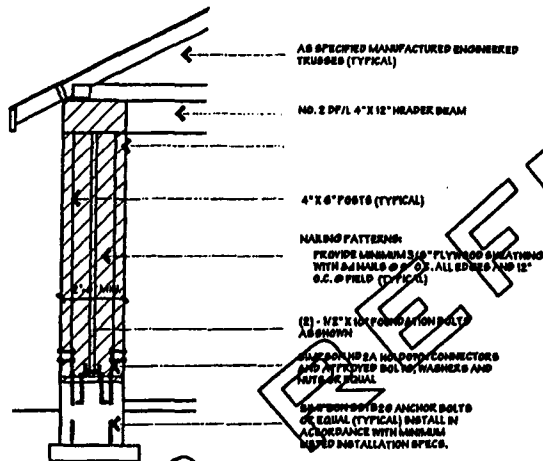
A RESIDENCE FOR:
JO AND JOANN BLOW
BLOW YOUR HORN LANE
DEXTER, OREGON



A SECTION

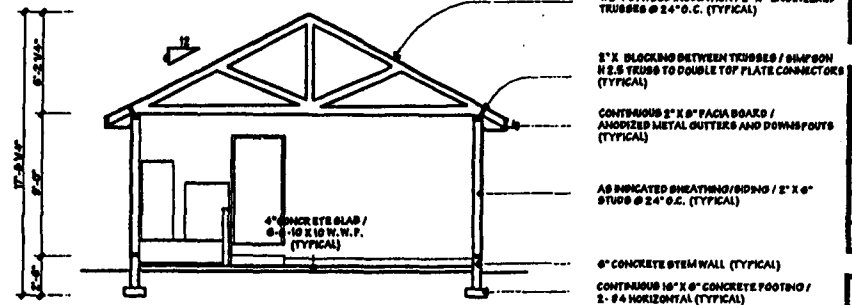
AT RESIDENCE

1/8" = 1'-0"



TYPICAL ALTERNATE BEACED PANEL
GABLE WALL ASSEMBLY

NO. 5 SCALE



B SECTION

AT GARAGE

1/8" = 1'-0"

DRAWN BY: JWS

DATE: 04/02/2000

REV. -

DATE:

SECTIONS

DETAILS

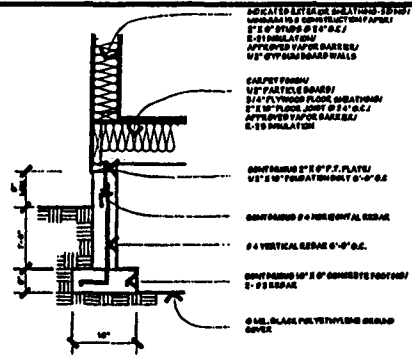
**SHEET
5
OF
8**

A RESIDENCE FOR:
JO AND JOANN BLOW
BLOW YOUR HORN LANE
DEXTER, OREGON

DRAWN BY: JWS
DATE: 04/02/2000
REV.:
DATE:

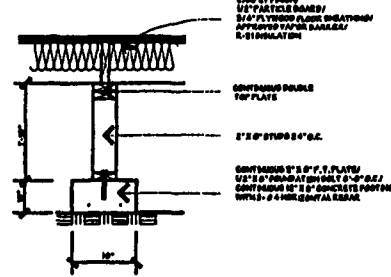
DETAILS

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6
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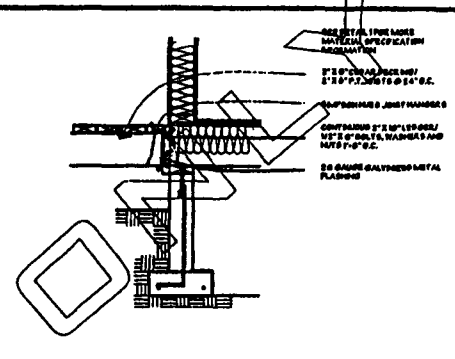
1
6 **DETAIL**

TYPICAL CONTINUOUS EXTERIOR
FOOTING TO WALL CONNECTION



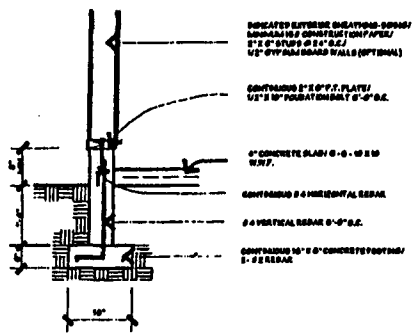
2
6 **DETAIL**

TYPICAL CONTINUOUS EXTERIOR
STIFF FOOTING TO FLOOR CONNECTION



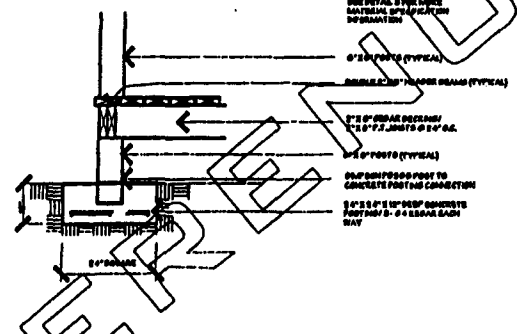
3
6 **DETAIL**

TYPICAL DEEL TO EXTERIOR
WALL FOOTING CONNECTION



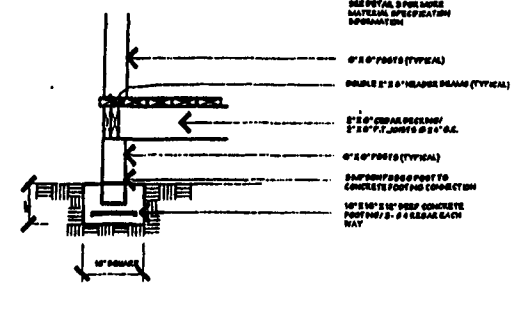
4
6 **DETAIL**

TYPICAL CONTINUOUS GARAGE EXTERIOR
FOOTING TO WALL CONNECTION



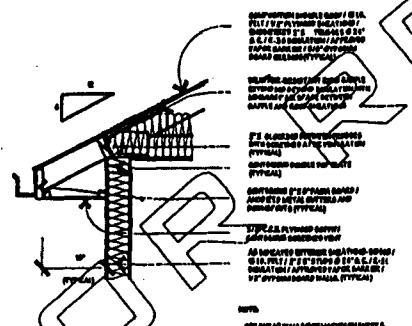
5
6 **DETAIL**

PURCH CONCRETE FOR
FOOTING



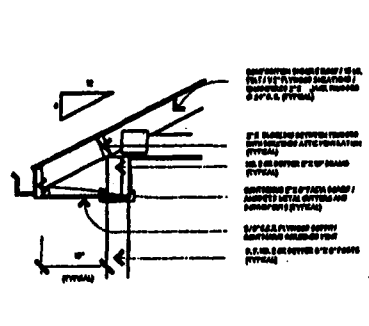
6
6 **DETAIL**

PURCH CONCRETE FOR
FOOTING



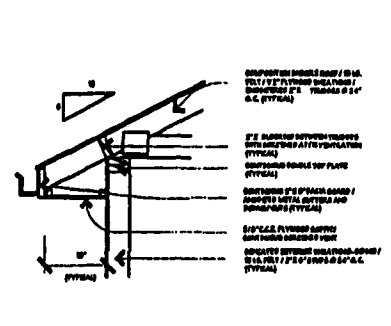
7
6 **DETAIL**

TYPICAL EXTERIOR WALL TO
FOOTING CONNECTION



8
6 **DETAIL**

TYPICAL GARAGE WALL TO
FOOTING CONNECTION



9
6 **DETAIL**

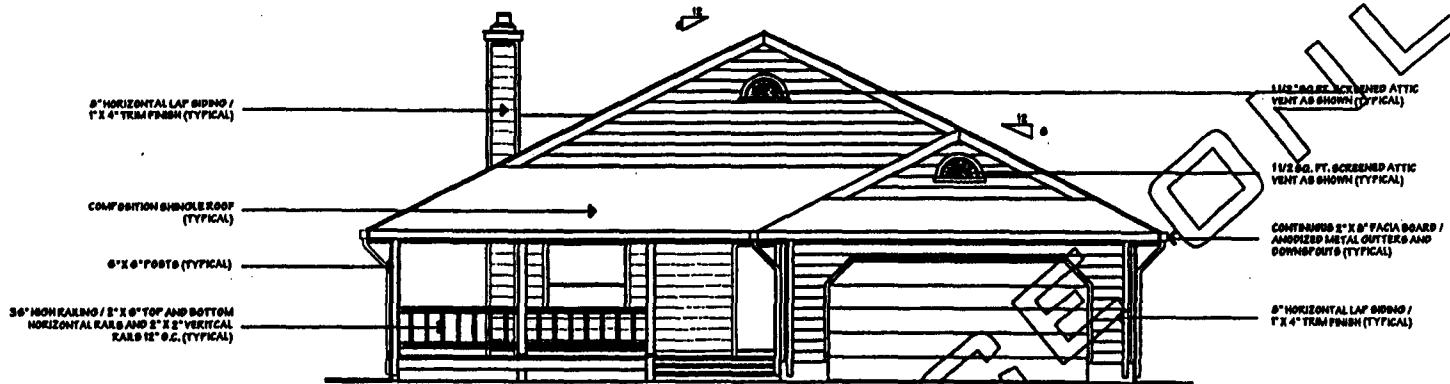
TYPICAL EXTERIOR WALL TO
FOOTING CONNECTION

A RESIDENCE FOR:
JO AND JOANN BLOW
BLOW YOUR HORN LANE
DEXTER, OREGON

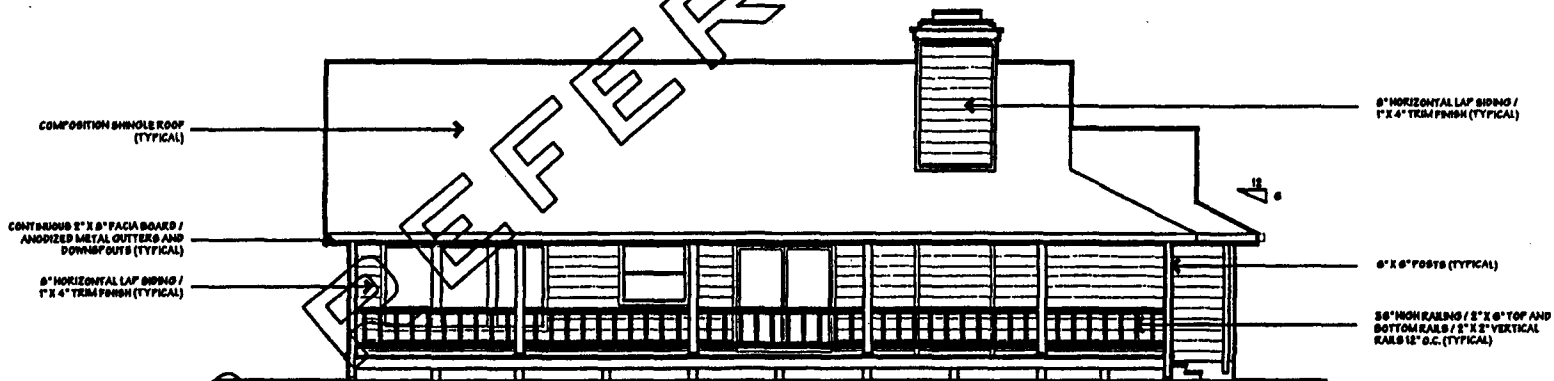
DRAWN BY: JWB
DATE: 04/02/2000
REV. -
DATE:

ELEVATIONS

SHEET
7
OF
8



1 EAST ELEVATION
8 1/8" = 1'-0"



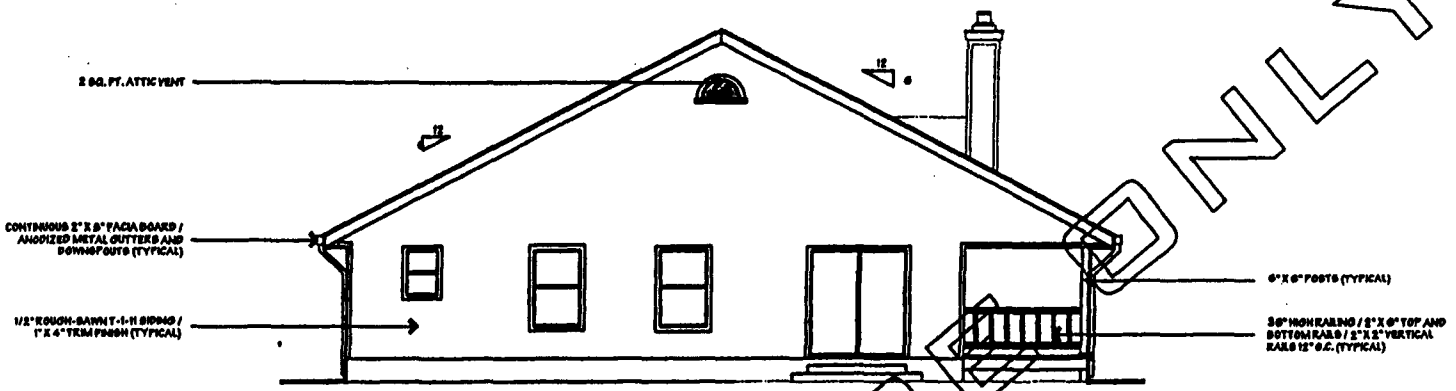
2 SOUTH ELEVATION
8 1/8" = 1'-0"

A RESIDENCE FOR:
 JO AND JOANN BLOW
 BLOW YOUR HORN LANE
 DEXTER, OREGON

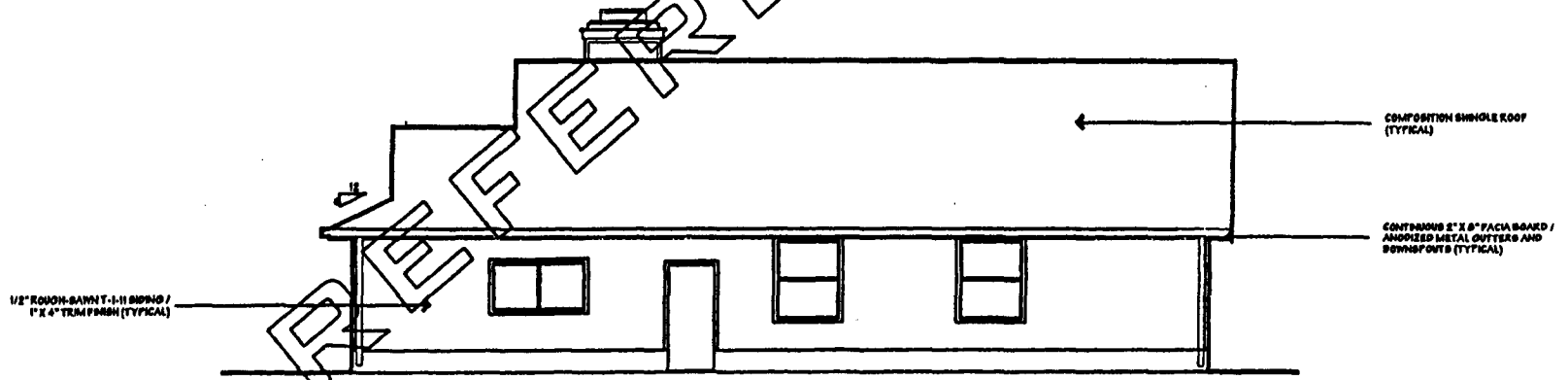
DRAWN BY: JWB
 DATE: 04/02/2000
 KEY:
 DATE:

ELEVATIONS

SHEET
 8
 OF
 8



1
 8
WEST ELEVATION
 1/8" = 1'-0"



2
 8
NORTH ELEVATION
 1/8" = 1'-0"