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RESIDENTIAL BUILDING PLANS & SPECIFICATION SUBMISSIONS

Plans and specifications submitted to the building official shall be of sufficient detail to clearly show the project in its entirety with emphasis on structural integrity, life safety, and building code compliance.

Below is a list of drawings needed for review. Depending upon the size, nature, and complexity of the building; all drawings listed may not be necessary. **Plans submitted are to be 11"x 17" in size.**

- Submitted plans to include
 - o Plans Review Application Form
 - o Site Plan (Including House Layout and Lot Drainage)
 - o Elevation Plan / Wall Section Details
 - o Foundation / Slab Plan
 - o Floor Plan(s)
 - o Electrical layout, Plumbing Fixtures shown on floor plans
 - o All applicable Truss, LVL, I-joist Specifications

PLAN REVIEW APPLICATION

A form for proper project identification, address, construction details, contractor name and contact information.

Site Plan

Show proposed new structure and any existing buildings or structures, all property lines with dimensions, all streets, easements, flood zones, and setbacks. Show all required parking, draining, and grading information. Show north arrow.

Exterior Elevations

Show all views. Show all vertical dimensions and heights.

Foundation/ Slab Plan

Show all foundations, grade beams and footings. Indicate size, locations, thickness, materials and strengths and reinforcing. Show all imbedded anchoring such as anchor bolts, hold-downs, post bases, etc.

Floor Plan

Show all floors including basements. Show all rooms, with their use, overall dimensions and locations of all structural elements and openings. Show all doors and windows. Provide door and window schedules. Must show ceiling joist directions.

Framing Plans and Roof Framing Plans

Show all structural members, their size, and methods of attachment, location and materials for floors and roofs. Show roof plan.

Building Sections and Wall Sections

Show materials of construction on typical wall section. Show dimensions of all heights.

Mechanical System

Show unit(s) and return(s) air locations.

Plumbing System

Show all fixtures and water heater(s) locations.

Electrical System

Show all electrical fixtures (interior, exterior and site) and circuiting.

Structural Calculations

Where required, provide structural calculations for the entire structural system of the project. Included all engineering lumber specifications, LVL & I-joist layouts and truss drawings.

Specifications

Either on the drawings or in booklet form; further define construction components, covering materials and methods of construction, wall finishes and all pertinent equipment.

Addenda and Changes

It is the responsibility of the individual identified on the cover sheet as the principal contact to notify the building official of any and all changes throughout the project and provide revised plans, calculations or other appropriate documents prior to actual construction.

Revisions

For clarity, all revisions should be identified with a delta symbol (^) and clouded on the drawings or resubmitted as a new plan set.

Plans Review Fees

Plan review fees for buildings or structures. The fee for plan review shall be:

| (a) | 0 to 1500 square feet, under beam | \$25.00 |
|-----|--------------------------------------|---------|
| (b) | 1501 to 2500 square feet, under beam | \$30.00 |
| (c) | 2500 to 4000 square feet, under beam | \$40.00 |
| (d) | Over 4000 square feet, under beam | \$50.00 |

This shall be a one-time fee charged to each builder for each original plan submitted to the building official for review, provided that no changes are subsequently made to the original plan. In the event an original plan is changed, altered, modified, varied or amended in any way, the builder shall pay an additional plan review fee.