

Residential Addition Take-In Sheet

Permit # _____

Plans shall consist of the following:

Correct number of 11"x 17" to 36"x 48" size plan sets:
All plan sheets are to be the same size.

2 sets for **Building Plan check**

1 set for Assessor (11" x 17" site plan and floor plan required at issuance).

Additional sets may be required for review by other disciplines such as Development Engineering, Utilities, or Fire.

____ **TOTAL NUMBER OF PLAN SETS** ***NOTE: Fire set if required shall include Civil sheets***

<u>OK</u>	<u>Required</u>	
<input type="checkbox"/>	<input type="checkbox"/>	General information: address, designer, scope of work.
<input type="checkbox"/>	<input type="checkbox"/>	Site/plot plan. (Abandoned septic to be noted and shown on the site plan.) (All new sewer and water lines shall show all points of connection on site plan.)
<input type="checkbox"/>	<input type="checkbox"/>	Vicinity map (optional).
<input type="checkbox"/>	<input type="checkbox"/>	Architectural plans (floor, elevations, sections, details) Label all rooms on floor plan. <input type="checkbox"/> Floor plans showing the whole house, not just the addition.
<input type="checkbox"/>	<input type="checkbox"/>	Structural plans (foundation, roof, floor framing, braced wall/shear wall plan sections)
<input type="checkbox"/>	<input type="checkbox"/>	Electrical Layout

In addition, two (2) sets of the following MAY be required:

<input type="checkbox"/>	<input type="checkbox"/>	Structural Calculations.
<input type="checkbox"/>	<input type="checkbox"/>	Soils reports for all subdivisions and as required.
<input type="checkbox"/>	<input type="checkbox"/>	Title 24 Energy Compliance Documentation.
<input type="checkbox"/>	<input type="checkbox"/>	Truss Calculations

Required

Note: Structures with any point greater than 150' ft. from City street may require a fire hydrant and/or a sprinkler system with an access road and a turnaround.

- 3,600 sq. ft. or more requires 1,500 GPM min. water flow. Note: 3600 sq. ft. is area under roof structure not just habitable space.

*** A separate fee for the Fire department is required for any home that is 3,600 sq. ft. or more.**

Planning Division Requirements

Planning approval is required prior to Building Department submittal. See Planning for requirements.

Accepted: Date _____ Initials _____