

## **Plan Review Submittal Requirements**

### **Single Family and Town Homes Master Plan**

1. Completed Master Plan application.
2. Two (2) sets of complete construction drawings (Town homes require four (4) sets).
3. Two (2) sets of foundation and structural drawings bearing the original seal and signature of the design engineer. A minimum of one type of foundation is required to be submitted with all options for each elevation. Town homes require four (4) sets.
4. One (1) soils report for the subdivision or from one of the lots where the building will occur. Each foundation type must have matching information on the soils report. Report shall bear the original seal and signature of the soils engineer.
5. Two (2) sets of truss drawings and layout sheet bearing the original seal and signature of the design engineer for each available roof option from the supplier of the trusses.
6. Two (2) sets of each elevation for all options on 8 ½ x 11 paper.
7. Two (2) copies of a complete and passing RES check report for the base model and for each option that changes roof or wall types, or two (2) copies of the input/output summary based on information from plans showing worst case scenario of location and orientation on lot.
8. Two (2) copies of the ACCA Manual J (8<sup>th</sup> edition) report and Manual D report.

### **General Construction Plan Information**

Plans shall include the following information:

1. Model number or plan number.
2. Contact information for all of the design professionals of record.
3. Structural plans showing typical framing condition and identifying all structural members.
4. All braced wall lines shall be identified on the construction documents. This shall include but not be limited to bracing methods, location and length of panels, and foundation requirements of the panels at the top and bottom.
5. Stair details.
6. Electrical and mechanical plan.
7. Elevator details.

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