

## **Plan Review Submittal Requirements**

### **Single Family Custom**

1. Completed permit application.
2. Two (2) sets of complete construction drawings.
3. Two (2) sets of foundation and structural drawings bearing the original seal and signature of the design engineer.
4. One (1) site specific soils report bearing 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.
6. Two (2) original plot plans on 8 ½ x 11 paper.
7. Two (2) sets of each elevation on 8 ½ x 11 paper.
8. Two (2) copies of a complete and passing RES check report for the currently adopted energy code.
9. Two (2) copies of the ACCA Manual J (8<sup>th</sup> edition) report and two (2) copies of the Manual D report.

### **General Construction Plan Information**

Plans shall include the following information:

1. Address for the project.
2. Legal Description of the property.
3. Contact information for all of the design professionals of record.
4. Contact information for the contractor or builder.
5. Square footage of finished, unfinished and garage areas.
6. Structural section showing typical framing condition.
7. Identify all structural members.
8. Stair details.
9. Electrical and mechanical plan
10. Elevator details