

Name On
Project:

**THIS FORM MUST BE FILLED OUT AND
ACCOMPANY PERMIT APPLICATION AT
TIME OF SUBMISSION**

Permit #

ON-LINE / EMAIL VERSION

Intake Person Initials:

PLAN REQUIREMENT CHECK LIST

******INCOMPLETE PLANS WILL NOT BE ACCEPTED******
PLANS MUST BE DRAWN TO SCALE AND LEGIBLE (1/4" = 1')

FOUNDATIONS

<input type="checkbox"/> FOOTINGS	DEPTH/ WIDTH/ REBAR	<input type="checkbox"/> FRAMING ANCHORS	SIZE/ PLACEMENT
<input type="checkbox"/> WALLS	WIDTH/ HEIGHT/ REBAR	<input type="checkbox"/> CRAWLSPACE	VENTILATION/ ACCESS
<input type="checkbox"/> SLABS	RESIDENTIAL/ RADON REQUIREMENTS	<input type="checkbox"/> GROUND COVER	6 MIL BLACK PLASTIC REQ'D
<input type="checkbox"/> PIERS	DEPTH/ WIDTH/ HEIGHT/ REBAR	<input type="checkbox"/> PRESSURE TREATED SILL PLATE	SIZE
<input type="checkbox"/> ANCHOR BOLT	PLACEMENT/ SIZE	<input type="checkbox"/> CROSS SECTION	DETAILS

FRAMING

<input type="checkbox"/> DETAILS	SHOW CROSS SECTIONS DETAILS		
<u>FLOORS 1ST & 2ND</u>		<u>WALLS - 1ST & 2ND FLOORS</u>	
<input type="checkbox"/> SUPPORT BEAM	SIZE/ SPACING/ SPANS/ GRADE & SPECIES	<input type="checkbox"/> STUDS	SIZE/ SPACING/ HEIGHT/ SPECIES/ GRADE
<input type="checkbox"/> PONY WALLS	HEIGHT/ SIZE/ SPACING	<input type="checkbox"/> SHEARWALLS	LOCATION/ NAILING
<input type="checkbox"/> JOISTS	SIZE/ SPACING/ SPANS/ SPECIES/ GRADE	<input type="checkbox"/> EXTERIOR SHEATHING	SIZE/ MATERIAL
<input type="checkbox"/> FLOOR SHEATHING	SIZE/ MATERIAL	<input type="checkbox"/> HOUSE WRAP	TYPE
		<input type="checkbox"/> SIDING	TYPE
		<input type="checkbox"/> WALL BRACING	DETAILS/ NAILING
		<input type="checkbox"/> DOOR/ WINDOW	HEADERS/ SIZE/ SPAN

LOAD BEARING POINTS

<input type="checkbox"/> ATTACHMENT	CONNECTIONS	<input type="checkbox"/> GLULANMS/ HEAVY BEAMS LOGS	SIZE/ SPACING/ SPAN/ GRADE/ SPECIES/ GRADE
<input type="checkbox"/> HANGERS	NAILING/ TYPE	<input type="checkbox"/> CROSS SECTIONS	DETAILS
<input type="checkbox"/> BRACKETS	TYPES		

FLOOR PLANS

<input type="checkbox"/>	DOOR/ WINDOW	PLACEMENT/ SIZE	<input type="checkbox"/>	ROOMS	SIZE/ TYPE (KITCHEN, BEDROOM, LIVING ROOM, ETC)
<input type="checkbox"/>	BEDROOMS	SMOKE ALARMS/ EGRESS WINDOWS	<input type="checkbox"/>	ROOM CEILING HEIGHTS	MIN 7 FT/ MIN 6' 8" ABOVE BATHROOM FIXTURES
<input type="checkbox"/>	SAFETY GLASS	WITHIN 24" OF DOORS/ CHECK ALL OTHER LOCATIONS	<input type="checkbox"/>	LOCATIONS OF	WOOD STOVES/ PROPANE STOVES/ HVAC/ WH/ APPLIANCES/ PLUMBING FIXTURES
<input type="checkbox"/>	GARAGE SEPARTATIONS	DOOR THICKNESS/ MIN 1- 3/8"/ 1/2" SHEETROCK	<input type="checkbox"/>	CEILING	ACCESS
<input type="checkbox"/>	LIVING SPACE ABOVE GARAGE	5/8 TYPE X SEPARATION	<input type="checkbox"/>	STAIRS	LOCATION/ CROSS SECTION/ RISE/ RUN/ HEADROOM/ WIDTH/ HANDRAILS/ GUARD RAILS/ HEIGHT/ SPACING

ROOFS

<input type="checkbox"/>	CEILING JOIST	SIZE/ SPACING/ SPANS/ DETAIL/ SPACING/ TRUSSES/ STICK FRAME	<input type="checkbox"/>	SHEATHING	SIZE/ MATERIAL
<input type="checkbox"/>	RAFTERS	LOCATIONS/ POINTS	<input type="checkbox"/>	ATTIC	VENTILATION
<input type="checkbox"/>	BEARING	PITCH	<input type="checkbox"/>	RIDGE/ VALLEY/ HIP	BOARD SIZE/ BEAM
<input type="checkbox"/>	SLOPES		<input type="checkbox"/>	ROOFING	TYPE

WSEC REQUIREMENTS

<input type="checkbox"/>	SLAB/ FOUND WALLS	R- VALUE EXTERIOR R-10 INTERIOR R-21	<input type="checkbox"/>	WHOLE HOUSE VENTILATION	FRESHAIR/ EXHAUST FANS/ WHOLE HOUSE FAN/ FURNACE/ FRESH AIR TO RETURN SIDE
<input type="checkbox"/>	FLOOR	R-30	<input type="checkbox"/>	VAPOR BARRIERS	MIN 4 MIL CLEAR PLASTIC – OR – PVA PRIMER KRAFT FACED/ FACE STAPLED
<input type="checkbox"/>	WALL	R-21	<input type="checkbox"/>	CAULK	ALL PENETRATIONS INTO UNCONDITIONED SPACES
<input type="checkbox"/>	CEILINGS	R-30 / VAULT R-38 / FLAT CEILING	<input type="checkbox"/>	PROVIDE	MIN 1" AIRSPACE ABOVE ROOF INSULATION
<input type="checkbox"/>	WINDOW	U- VALUES	<input type="checkbox"/>	ALL PLUMBING	WATER LINES INSULATED IN UNCONDITIONED SPACES
<input type="checkbox"/>	HEATSOURCE				

ELEVATIONS OF STRUCTURE – NORTH/SOUTH/EAST WEST

- | | |
|------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> WINDOWS/ DOORS | <input type="checkbox"/> SLOPE/ ROOF PITCH |
| <input type="checkbox"/> FINAL GRADE | <input type="checkbox"/> DECKS/ PATIO/ PORCHES |
| <input type="checkbox"/> FIREPLACES | <input type="checkbox"/> SKYLITES |
-

ENGINEERED AND ARCHITECT PLANS

- | | | | |
|--------------------------------------------|-------------------------------------------------------------|-----------------------------------------------|---------------------------------|
| <input type="checkbox"/> ENGINEERED | PROVIDE
CALCULATIONS/ EACH
PAGE STAMPED AND
SIGNED | <input type="checkbox"/> ARCHITECTURAL | EACH PAGE STAMPED
AND SIGNED |
|--------------------------------------------|-------------------------------------------------------------|-----------------------------------------------|---------------------------------|
-

REMODELS

- | | | | |
|-----------------------------------------------|------------------------------------------|---------------------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> SHOW EXISTING | STRUCTURAL DETAILS
FOUNDATION DETAILS | <input type="checkbox"/> FRAMING/
ROOFING ON | REMODELS/ ADDITIONS |
| <input type="checkbox"/> FLOOR PLAN | WINDOW/ DOORS/
ROOMS | <input type="checkbox"/> DISTINGUISH | <u>NEW</u> FROM <u>EXISTING</u> |
-

**ALL CHANGES OR REVISIONS TO
APPOVED PLANS MUST BE APPROVED
PRIOR TO CONSTRUCTION**
