

RESIDENTIAL PLAN SUBMITTAL REQUIREMENTS

1. RES Check
2. Two complete construction plans 11"x17" and one electronic set
 - Site plan with house, setbacks, and square footage shown
 - Floor plans
 - Foundation plans
 - Elevation plans
 - Drainage on site
 - Landscaping plans
3. Staging site plan showing:
 - Storage location for construction materials and equipment
 - Concrete washout

NOTE: A form board survey must be submitted prior to plumbing rough inspection.

COMMERCIAL PLAN SUBMITTAL REQUIREMENTS (A Pre-Submittal Meeting is highly recommended)

Site plan approval must be completed prior to submission of Building Plans

1. Verification that all taxes and assessments have been paid
2. TAS compliance certification
3. COM Check
4. Envelope compliance certification
5. Mechanical compliance certification
6. Lighting compliance certification
7. Two complete construction plans 24"x36" and one electronic set
 - Site plan (see site plan application for requirements)
 - Floor plans
 - Foundation plans
 - Elevation plans
 - Mechanical plans
 - Electrical plans
 - Plumbing plans
 - Landscaping Plans
 - Drainage Plans
 - Fire alarm/Fire Sprinkler Plans
 - Utility Plans IE: water sewer & storm water plans
8. Staging site plan showing:
 - Storage location for construction materials and equipment
 - Concrete washout