



## **BUILDING PLAN REQUIRMENTS**

### **For Single Family Residence, Duplexes and Additions**

The following is provided to assist you in preparing your building plans. Carefully review the residential checklist page. Incomplete plans of information not submitted may result in a delay of plans being approved. Engineering may be required for unusual or non-typical construction. All plans should be fully dimensioned.

**Site Plan.** Show the legal description, the size of the lot (dimensions and square footage), the setbacks to all buildings from the property lines (front, side, and rear), adjoining (dimensions and square footage).

**Foundation Plan.** Show details of walls, footings, piers or caissons, location and size of all floor beams and columns. Non-traditional foundation designs will require design by a structural engineer.

**Floor Plan (for each floor).** Show all walls, partitions, windows and identify room usage.

**Floor Framing Plan.** Show header and beam sizes and locations, supports posts or columns. Also show joist and beam sizes and spacing.

**Roof Plans.** Show rafter size and spacing, roof covering, etc. Show size and location of beams and posts. If using trusses, show type and spacing. All trusses must be pre-engineered. Site-built trusses cannot be accepted without engineering.

**Exterior Elevations.** Show windows, doors, finish materials, height, grade levels, deck and patio details.

**Sections and Details.** Show details of construction, type and size of material, stair details, deck details, and other details necessary to completely describe the proposed construction.

**Additions.** Follow the same requirements. It is not necessary to show the construction of the existing building except for the common areas affected by the new addition.

**It is the applicant's responsibility to ensure that the work being carried out complies with all codes, covenants, ordinances and other restrictions.**