



RESIDENTIAL PLAN SUBMITTAL CHECKLIST

(updated 8/05/05)

Name: _____ Phone #: _____ Permit #: _____

Building Permit Application Deposit.....\$100.00

(Deposit will be applied toward building permit fees. If application is cancelled, deposit may be refunded depending on amount of review work done by Lindon City.)

BEGINNING 01/01/07 – CD REQUIRED WITH ALL SUBMITTED PLANS (PDF FORMAT)

Please review your plans and be sure each of the following items have been included. After each item have been verified, you are now ready to submit your plans for a Building Permit application. **Each item is absolutely necessary. Your application is considered incomplete if any item is omitted.**

PLANS CANNOT BE REVIEWED WITHOUT THE FOLLOWING INFORMATION

SITE PLAN:

Two (2) copies must be drawn to engineering scale on 8 1/2" x 11" paper. Show dimensions

- Front, rear and sides setbacks (show fireplaces, covered porches, exterior stairways, eaves cantilevers)
- Elevations: include lot corners, top of foundation, garage slab and driveway curb at street
- If sloped lot, existing and proposed grade contours
- Any proposed retaining walls
- Sewer and water locations
- All easements are to be shown on the site plan
- All existing permanent structures
- North Arrow

BUILDING PLANS:

Two (2) full sets must be drawn to scale with the following details:

- Scale for all drawings (foundation, floors, and elevations 1/4" = 1'0"; details 1/2" or 1" = 1'0")
- Wet signature on all documents by document maker - engineers stamp and signature
- Name, title, registration (if applicable), address and phone number of design professionals
- Gross floor area by floor and building height
- Front, left, right, and rear elevations
- Roof elevation showing valleys, hips, and ridges
- Cross sections drawn specifically for this structure
- Label walls showing materials to be used and stud spacing
- Foundation plan showing footing size, depth, and width
- Fireplaces(s) - masonry
- Steel placement and size (footing and foundation)
- Architectural floor plans including adjoining rooms
- Framing details: 2 sets engineer's stamp if required
- Roof framing details (size, spans, spacing, etc.) eaves, overhangs, rakes and gables
- Floor framing details (size spans, spacing, etc.) Changes (slab to wood, elevation change)
- Size, span, and support of all beams and headers (engineer for appropriate loads if necessary)
- Exterior finish material (brick, stone, and/or siding type, stucco - provide system to be used)

STAIR DETAILS:

- The following details are to be specific to this plan (not typical)
- Rise, run, and landing length
- Stairway width

STAIR DETAILS cont.:

- Headroom
- Handrail, guardrail, and baluster details

FLOOR PLANS INCLUDE:

- Layout of all floors and basement - label all rooms including proposed use in unfinished areas
- Show door sizes
- Show window sizes and type (vinyl, wood, metal, etc.)
- Attic access, size, and location

ELECTRICAL DETAIL:

- Breaker panel location is indicated
- Service meter location and size (amps) is indicated _____ amps
- Show all lights, switches, and receptacles
- Show GFCIs

PLUMBING DETAILS:

- Location of all plumbing fixtures - including future fixtures and sewer lateral stub in
- Water heater, floor drain, water softener, etc. locations
- Water service line size and location

MECHANICAL DETAILS:

- Furnace location
- Show other gas appliances and their BTU input for each
- Gas line diagram
- Flue locations

MISCELLANEOUS:

- Provide Model Energy Code Compliance Report
- Excavation Observation Report/Soil Report (site specific)

The Building Permit Application must be properly and completely filled out.

My signature below indicates that I have carefully reviewed the plans and verified that all the items above have been included. I understand that any items missing or incomplete will delay the processing of my permit until they are furnished.

Applicant Signature

I understand that a bond is required to assure that there is no damage to the right of way (cracked sidewalks, curb, and gutter, etc.)

Applicant Signature