



New Home Submittals Residential Plan Review Checklist

I certify that these plans include all the items I have **checked** on this checklist and were prepared per the development standards cited below. I understand that the plans may not be accepted if I have failed to provide this information.

Signature of preparer of plans/ Date

Permit #

**Two (2) copies of everything must be submitted on
a minimum size 11" X 17" sheets.**

- Completed Building and Plan Review Application
- Site Plan
- Framing Plan
- Roofing Plan
- Foundation Plan (with footing cross section)
- Floor Plan
 - Include wall section
 - Window/Door Schedule
- Finished Floor Elevation (with height measurements)
- Driveway and Landscaping Form
- Engineered Truss Detail (with layout)
- Setback Incorporated into Site Plan
- Water Availability Form (if applicable)
- Copy of Septic and Well Permit (if applicable)
- Heat Loss Calculation (Manual J and Manual D)
- Notarized Responsibility Checklist (if homeowner submitting permit)
- Owner-Builder Acknowledgement and Verification of Information - Best Management Practices
- Engineered Grading & Drainage Plan (if applicable)
- ES Report (Stucco Company)
- Shear Wall Bracing
- Building Thermal Envelope Plan (Rescheck, Remrate, Resnet)