



ST. JOHN
PLANNING & ZONING

**SINGLE-FAMILY RESIDENTIAL
NEW CONSTRUCTION PERMIT APPLICATION**

Permit No: _____ Date Requested: _____
Receipt No: _____ Council District/At Large: _____
Zoning District: _____ Parcel No: _____
Lot, Sq., Subdivision: _____

OFFICE USE ONLY

APPLICANT INFORMATION:

Name: _____
Mailing Address: _____
Phone: _____ Email: _____

PROPERTY OWNER INFORMATION:

Same as above (Circle one) Yes / No
If **no**, has the authority of the applicant to act on behalf of the property owner been verified with a signed, dated, and notarized affidavit or a contract? (Circle one) Yes / No
Name: _____
Mailing Address: _____
Phone: _____ Email: _____

CONTRACTOR INFORMATION:

Name: _____
Mailing Address: _____ License No.: _____
Phone: _____ Email: _____

PROJECT DETAILS:

Address: _____
Floor/ Bay / Suite No.: _____
Subdivision: _____ Square: _____ Lot No: _____
Parcel ID No.: _____ Property size (square feet) _____

Within sixty (60) days of submission of minimum application requirements, this application will become null and void.

Applicant's Signature

Date



ST. JOHN
PLANNING & ZONING

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Permit No.: _____ Date Submitted: _____
Lot, Sq., Subdivision: _____

OFFICE USE ONLY

PROJECT DETAILS:

Any structures currently on the property? (Circle one) Yes / No

If **yes**, are they to be demolished prior to construction? _____

Potable line water meter size requested: _____

Irrigation line water meter size requested: _____

Project Value: \$_____ Gross Square Footage: _____

Note: St. John the Baptist Parish has not examined nor reviewed the title of any portion of land shown, or any restrictive covenants or restrictions placed on said property. Any action of the Parish in this matter does not: (1) imply that the applicant's title or ownership is valid, (2) that there are or are not any restrictive covenants or other restrictions on said property, or (3) that any restrictive covenants or restrictions that may be on said property are enforceable or are not enforceable.

CONSTRUCTION SITE REQUIREMENTS:

During construction the owner or contractor shall have the following on site:

- 1) A port-o-let for use by workers on the project.
- 2) A dumpster of suitable size to contain trash and waste material from the construction site in order to eliminate jobsite trash and materials from spilling or blowing over into surrounding properties. If the owner or contractor has two or more jobsites adjacent to each other, one dumpster and port-o-let may be shared by the said job-sites, at the discretion of the parish building inspector.
- 3) The contractor or owner may, in lieu of a dumpster, erect a screened-in area or other trash retaining structure on-site so as to contain trash until proper disposal is possible.
- 4) The building permit placard shall be posted and shall remain visible from the roadway.
- 5) The approved set of plans must be on-site during the entirety of the construction project.

MUNICIPAL ADDRESS:

St. John the Baptist Parish Code of Ordinances, Section 36-6.-Uniform numbering system.

- a.) The residents and commercial establishments must place their municipal numbers as close as possible to the front entrance of their house, apartment, or business.
- b.) The numbers must be of a size four inches or larger and of a color that is easy to distinguish from the street.
- c.) The placing of numbers on a U.S. mail receptacle located some distance from the house or business will not suffice the purpose or intent of these requirements although such markings are duplication since the mailing address and house location are the same.

Applicant's Signature

Date



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Lot, Sq., Subdivision: _____

OFFICE USE ONLY

SUBMITTAL REQUIREMENTS:

- _____ 1. Completed and signed application.
- _____ 2. Copy of Deed/Act of Sale to property.
- _____ 3. Land survey, if available.
- _____ 4. Detailed set of complete construction plans- (11"x17"), including site plan that indicates all actual Building setback dimensions, parking spaces (2 required), and driveway. Plans **MUST** contain a statement that indicates the building codes the structure was designed to and that structure was designed to meet 120mph wind load requirement. (See attached "New Residential Permit Plan Submittal Checklist). Please contact South Central Planning for any plan review questions at 985-655-1070.
- _____ 5. Letter of No Objection from the Pontchartrain Levee District and/or Lafourche Basin Levee District U.S. Army Corps of Engineers, and Office of Coastal Protection and Restoration if work is within 1500' of the mainline Mississippi River levee or if otherwise applicable.
(Levee Districts: Westbank – 225-265-7545/ Eastbank – 225-869-9721).
- _____ 6. Grade Certificate/Benchmark Certificate signed and dated by a licensed land surveyor **ONLY** if in an AE or VE flood zone. Also, a VE Design Certificate signed by a registered professional engineer or architect, if in a VE flood zone.
- _____ 7. Copy of contractor's license
- _____ 8. Health Department approval, if applicable. (985) 536-3535
- _____ 9. Payment of fees:
 - Permit fee- Residential new construction :\$0.45 per square foot
 - Planning & Zoning Inspection Fee-\$50.00
 - Technology Fee-\$10.00
 - Wastewater fee--\$750 (for new installations)
 - $\frac{3}{4}$ " Residential Water Fees:
 - Meter deposits - \$50.00
 - Connection fee- \$750.00
 - **1" Residential Water Fees:**
 - Meter deposits - \$150.00
 - Connection fee- \$1000.00
 - **$\frac{3}{4}$ " Irrigation Water Fees: (BACKFLOW PREVENTION DEVICE REQUIRED)**
 - Meter deposits - \$25.00
 - Connection fee- \$750.00

Army Corps of Engineers:
MVNLeveePermits@usace.army.mil

CPRA:
cprarequest@la.gov

***NOTE-Additional permits and/or approvals may be required, such as sign permit, road crossing permit, demolition permit, DEQ permit, etc.**



ST. JOHN
P L A N N I N G & Z O N I N G
SINGLE-FAMILY RESIDENTIAL
NEW CONSTRUCTION PERMIT APPLICATION

CERTIFICATE OF NON-OCCUPANCY
AS PER ORDINANCE 86-78

I hereby certify that the single family residence under construction or completed, but not occupied, at the address listed below qualifies for a waiver of the monthly garbage service charge. I further certify that I will advise the St. John the Baptist Parish Utilities Department when this single-family residence no longer qualifies for the exemption, and that I am aware that the penalty for violating the ordinance is a fine of not more than \$500.00 or, by imprisonment of not more than (30) thirty days, or both.

Name on Account

Account Number

Service Address

Applicant Signature

Received By

Date



SINGLE-FAMILY RESIDENTIAL NEW CONSTRUCTION PERMIT APPLICATION

Single-family & Two-family Residential New Construction Inspection Guidelines

You must call for an inspection during each phase of construction.

1. Temporary power pole **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 2. In-ground plumbing/site de-grassing **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 3. Foundation (pre-pour) **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 4. "Building Under Construction" Elevation Certificate, signed and stamped by a licensed land surveyor, if in a flood zone. **SUBMIT CERTIFICATE TO PLANNING & ZONING**
 5. Preliminary Zoning / 1st Inspection: **CALL 985-651-5565 (PLANNING & ZONING)**
 - Setbacks met
 - Port-o-let on site
 - Dumpster on site OR screened-in area to retain trash
- ALL OF THE ABOVE REQUIREMENTS MUST BE MET AND APPROVED BY ST. JOHN THE BAPTIST PARISH DEPARTMENT OF PLANNING & ZONING PRIOR TO POURING THE FOUNDATION.
6. Electrical rough-in **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 7. Plumbing top out **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 8. Mechanical rough-in **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 9. Framing **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 10. Roof **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 11. Insulation **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 12. Final electrical **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 13. Final mechanical **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 14. Final plumbing **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 15. Attic Insulation **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 16. Final building (Certificate of Compliance) **CALL 1-985-655-1070 (SOUTH CENTRAL)**
 17. First sewer inspection: inspection of uncovered lines after connection to the public sewer system. (see attached sewer specifications) **CALL 985-651-6800 (UTILITIES DEPARTMENT)**
 18. Second sewer inspection **CALL 985-651-6800 (UTILITIES DEPARTMENT)**
 19. "Finished Construction" Elevation Certificate, signed and stamped by a licensed land surveyor, if in a flood zone **SUBMIT CERTIFICATE TO PLANNING & ZONING**
 20. Final Zoning / 2nd inspection: **CALL 985-651-5565 (PLANNING & ZONING)**
 - Construction debris removed from property
 - Port-o-let removed from property
 - No construction related damage to street/curb or other public property
 - Driveways & sidewalks installed and approved
 21. Pool Inspections: Pre-Pour/Concrete (grid bonding), Pre-Pour Deck (Grid Bonding), Swimming Pool **CALL 1-985-655-1070 (SOUTH CENTRAL)**

ALL OF THE ABOVE REQUIREMENTS MUST BE MET AND APPROVED BY ST. JOHN THE BAPTIST PARISH DEPARTMENT OF PLANNING & ZONING BEFORE THE CERTIFICATE OF OCCUPANCY WILL BE ISSUED.

All of the above requirements must be met and approved by St. John the Baptist Parish Planning & Zoning Department before the Certificate of Occupancy will be issued.

Signature: _____ Date: _____



SINGLE-FAMILY RESIDENTIAL NEW CONSTRUCTION PERMIT APPLICATION

FLOOD ELEVATION ACKNOWLEDGEMENT

I, the undersigned, do hereby acknowledge that I have been advised that the proposed structure is located in a Special Flood Hazard Area, as determined by the Federal Emergency Management Agency (FEMA). I have been advised of the minimum elevation of this/these structure(s) as determined on the Flood Insurance Rate Map (FIRM). I further understand that ALL structures MUST be constructed at or above the required base flood elevation. This includes attached and detached structures, air conditioning units, water heaters, washing machines, and dryers.

In order to insure that all Floodplain Regulations are met I understand that I MUST submit to the Department of Planning & Zoning a “Building Under Construction” Elevation Certificate (Forms Elevation) **PRIOR** to pouring concrete foundation (slab on grade foundation) or **PRIOR** to vertical construction after placement of piers or columns (elevated pier foundation). FAILURE TO SUBMIT THE REQUIRED INFORMATION WILL RESULT IN A STOP WORK ORDER BEING PLACED AGAINST FURTHER CONSTRUCTION ACTIVITY UNTIL REQUIRED INFORMATION IS SUBMITTED TO THE DEPARTMENT OF PLANNING & ZONING AND APPROVED.

I also understand and acknowledge that a “Finished Construction” Elevation Certificate MUST be submitted to the Department of Planning & Zoning once the construction is complete, all machinery and/or equipment such as furnaces, hot water heaters, heat pumps, air conditioners, elevators and their associated equipment have been installed and the grading around the building is complete. A Certificate of Occupancy will not be issued until ALL required documentation is received and approved by the Department of Planning & Zoning.

**CONSTRUCTION ADDRESS
NUMBER**

PERMIT

APPLICANT SIGNATURE

DATE



SINGLE-FAMILY RESIDENTIAL NEW CONSTRUCTION PERMIT APPLICATION

COASTAL ZONE MANAGEMENT ACKNOWLEDGEMENT

In accordance with Louisiana Revised Statute 49:214.21 et seq., the State of Louisiana administers a Coastal Zone Management Program in order to protect, develop, and restore the resources of the state's coastal zone. Because the entirety of St. John the Baptist Parish lies within the state-defined coastal zone, any work that involves the placement of fill/slab, site clearance, dredging, or other related activity must be approved by issuance of or exemption from a Coastal Use Permit. Other activities regulated through a Coastal Use Permit include subdivisions, drainage facilities, and energy infrastructure.

In order to streamline the Coastal Use Permit determination process, applicants may submit a Joint Permit Application to determine if a proposed project requires a Coastal Use Permit or a United States Army Corps of Engineers 404 Permit. If you need any assistance filling out your Joint Permit Application, please contact the Louisiana Department of Natural Resources Office of Coastal Management at 225-342-0884. You can find the Joint Permit Application online at the following address:

http://workflow.dnr.state.la.us/sundown/cart_prod/pkg_dnr_wf.initiate or at

<http://dnr.louisiana.gov>

ACKNOWLEDGEMENT

I, the undersigned, acknowledge that I have been advised of the State of Louisiana's Coastal Zone Management program and understand that a Coastal Use Permit and/or United States Army Corps of Engineers 404 Permit may be required for work within the state-defined Coastal Zone. Further, I understand and acknowledge that I am solely responsible for fines and penalties if my proposed project is found to be in violation of the State of Louisiana's Coastal Zone Management Program and Section 404 of the Federal Clean Water Act.

Applicant Signature

Date



ST. JOHN

THE BAPTIST PARISH

Department of Public Utilities

1801 W. Airline Highway, LaPlace, Louisiana, 70068
(985) 651-6800 Fax (985) 651-7731

SEWER INSPECTIONS FOR NEW INSTALLATIONS

SEWER INSPECTIONS:

A **FIRST INSPECTION** of sewer lines is required once you connect to the public sewer system, but before you cover the sewer lines. After your sewer line has been inspected and backfilled, you must call the Utilities Department for a **SECOND INSPECTION**. The **SECOND INSPECTION** is to verify that you have installed a sewer box level to the ground at final grade over the 4-inch check valve (*box optional*), 4-inch cleanout (*box optional*), and 6-inch cleanout (*box required*). The property must be to final grade when installed.

INSPECTION DEFINITIONS:

FIRST INSPECTION- Inspection of uncovered lines after connection to the public sewer system.

SECOND INSPECTION- Inspection for box covers level to the ground at final grade. Property must be to final grade when installed.

**PLEASE CALL THE UTILITIES DEPARTMENT AT (985) 651-6800
TO SCHEDULE A SEWER INSPECTION.**



ST. JOHN

THE BAPTIST PARISH

Department of Public Utilities

1801 W. Airline Highway, LaPlace, Louisiana, 70068
(985) 651-6800 Fax (985) 651-7731

SEWER SPECIFICATIONS FOR NEW INSTALLATIONS

The following specifications shall govern the materials and methods to be employed in the installation of residential or commercial sewers and their tie-in to the sewer system.

1. Intent:

It is the intent of these specifications to insure tight workable sewers that will minimize infiltration and involve a minimum of maintenance on the part of both the property owner and the Utilities Department.

2. Excavations:

All excavations shall be carried to a depth and grade for bedding the bottom of the pipe barrel on undisturbed soil. If the trench is inadvertently cut too deep or to improper grade at any point the bottom shall be brought to proper grade for bedding the pipe with clam shells or a mixture of equal parts of river sand and clam shells. No excavated material or any material other than specified above shall be placed in the trench below the pipe. The width of the excavation should in no case exceed 18" at an elevation 6" above the top of the pipe.

3. Pipe and fittings

Must be in accordance with the Louisiana State Plumbing Code, 2013 edition. No building sewer shall be less than 4 inches in size.

4. Installation of Pipe:

4.1 Bedding:

The pipe shall be bedded either on the undisturbed soil of the trench bottom or a bedding composed of river sand or a mixture of equal parts of river sand and clam shells. The trench bottom or bedding shall be relieved in way of each ball or coupling so that all weight is uniformly supported by the full length of the pipe barrel. As the laying of the pipe progresses select material from the excavation shall be worked around the pipe up to the centerline taking care to maintain the pipe alignment and grade.

4.2 Laying and Jointing:

- 4.2-1** All pipe shall be laid true to line and grade in accordance with the Louisiana State Plumbing Code, 2013 edition.
- 4.2-2** All water shall be excluded from the trench during laying and jointing.
- 4.2-3** All changes in direction shall be made with “wye” and bend fittings providing a cleanout at each change of direction.
- 4.2-4** The use of cement mortar joints or joints using any rigid material is expressly prohibited. All joints shall be carefully made in strict accordance with the pipe manufacturer’s instructions taking special care to exclude all foreign material from the sealing surfaces and to fully seat each joint. If it is necessary to cut a length of pipe, the cut end shall be joined by a special adapter furnished by the pipe manufacturer for this express purpose. In connecting to pipe or joint of a different manufacturer, the connection shall be made by using an adapter supplied by that pipe manufacturer or as supplied by Fernco Joint Sealer Company or an approved equal and in all cases expressly designed by the manufacturer for the two pipes and joints involved.
- 4.2-5** The actual connection to the sewer will be made through an increaser where required and a 6-inch “wye”. From the outlet of the “wye” a 6-inch cleanout will be extended to within 6” of the ground surface. The cleanout and extension will not be installed until after the line has passed the **FIRST INSPECTION** from the Department of Utilities.
- 4.2-6** A 4x4x6 check valve must be installed within 3’ from the house.
- 4.2-7** A plastic or metal box must be placed over the 6-inch cleanout. The box must be plainly marked “sewer”.

5. Traps and Vents:

To eliminate a potential hazard, the property owner shall insure and certify as a condition to receiving permission to tie into the sewer that all fixtures and particularly those with concealed piping such as tubs, showers, and washing machines are properly trapped and vented prior to connection to the sewer system.

6. Roof and Area Drains:

The property owner shall insure and certify as a condition to receiving permission to tie into the sewer system that no roof drains, swimming pools or other non-sanitary features are or will be connected in the sewer system.

7. Septic Tanks:

To eliminate a potential hazard, the property owner will insure and certify as a condition to receiving permission to connect to the sewer system that all septic tanks within ninety days will be pumped out and filled with river sand.

8. Inspection and Test:

Prior to backfill, the property owner shall call the Department of Utilities to schedule the **FIRST INSPECTION**. The inspector shall walk the pipe to insure that each length is firmly bedded and undisturbed by his weight on any portion of

the pipe. The inspector may, admit a 3" diameter wooden ball through the cleanout at the house to check for adequate slope and freedom from obstructions. Evidence of any significant infiltration, failure to freely pass the ball, cracked pipe or fitting, improper bedding, improper joints and/or any deviation from these specifications will be grounds for rejection and refusal of connection to the sewer system until all deficiencies are corrected.

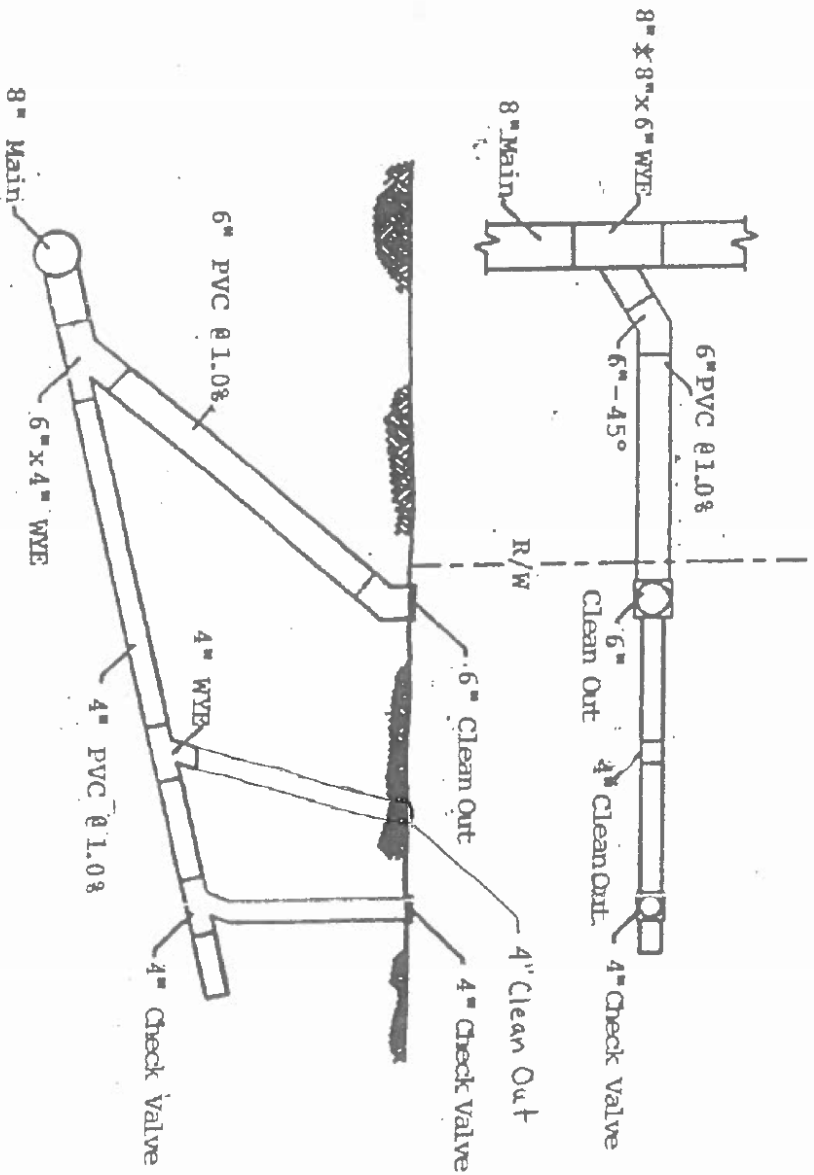
9. Backfill:

After the FIRST INSPECTION has been approved, the property owner shall backfill with selected material from the excavation and install the boxes at final grade. Once this is complete, the property owner shall call the Department of Utilities for the **SECOND INSPECTION**.

PLEASE NOTE THE FOLLOWING:

- Before backfilling, contact the Department of Utilities to schedule the **FIRST INSPECTION**.
- 6-inch clean out --45 degrees. (*must be able to open box and access cleanout*)
- No 90 degree from house connection to check valve--must be two 45 degrees.
- 6-inch clean out—plastic or metal box. (*Box is required*)
- 4-inch check valve-- plastic or metal box. (*Box is optional*)
- Additional 4-inch clean outs—plastic or metal box. (*Box is optional*)
- Boxes must be plainly marked "sewer" or nothing marked on it.
- Boxes marked "water" will be rejected.
- Metal ring is required if in the driveway.
- Parish maintains 6-inch cleanout. Customer maintains 4-inch check valve and 4-inch cleanout.

**CLEAN OUT REQUIRED EVERY 4.5'



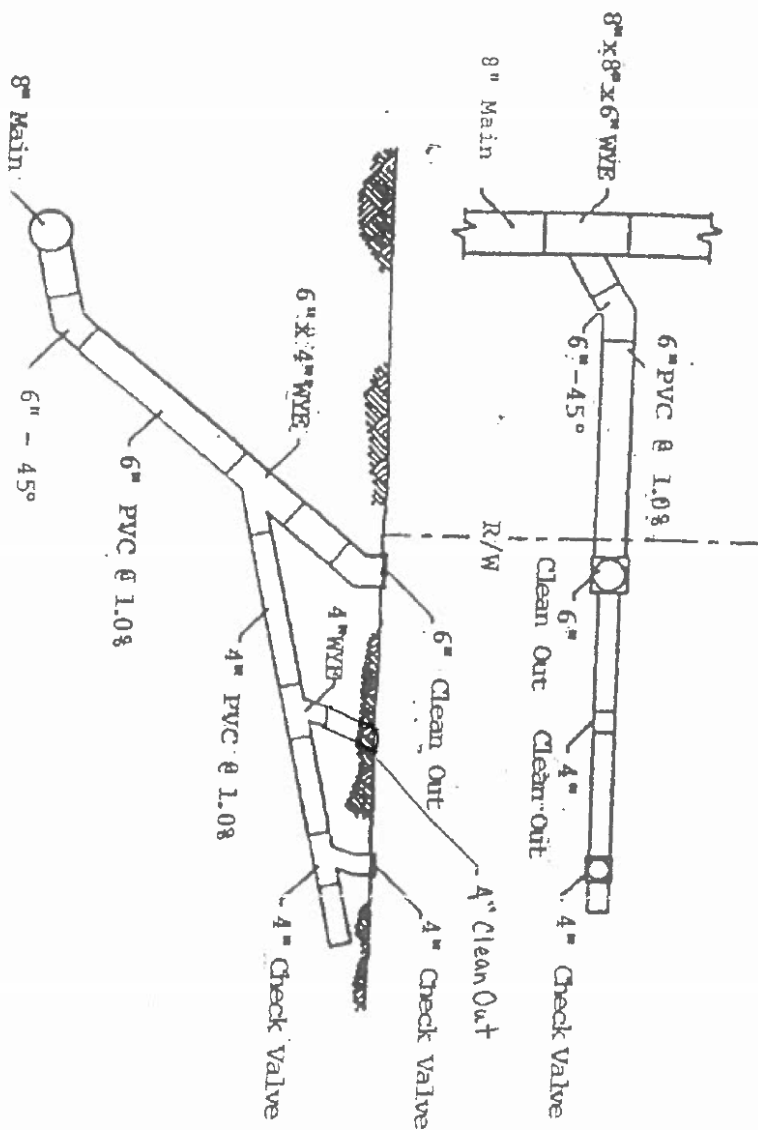
TYPICAL SERVICE CONNECTION

LESS THAN 4' DEEP

Boxes are required on 6" cleanout. Boxes are optional on 4" cleanout and 4" check valve.

Parish maintains 6" cleanout. Customer maintains 4" check valve and 4" cleanout.

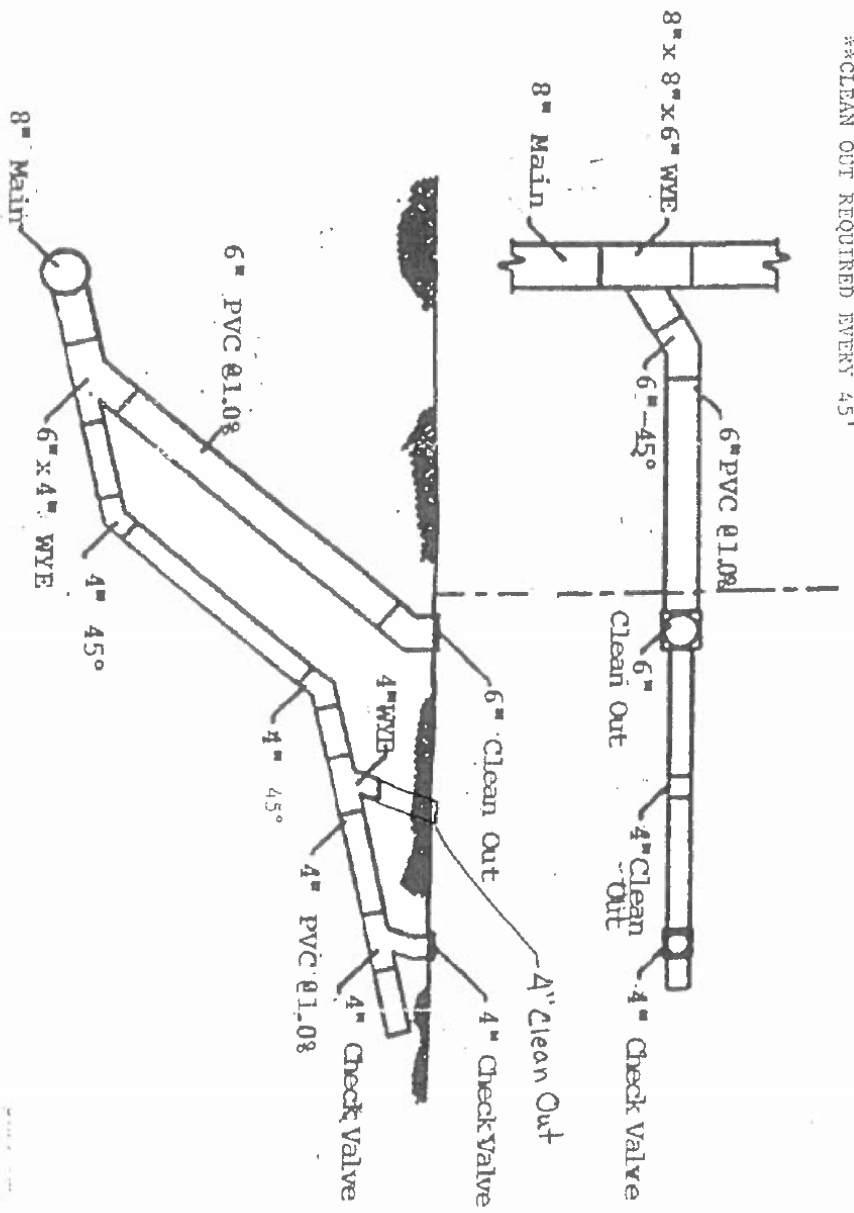
**CLEAN OUT REQUIRED EVERY 45'



TYPICAL SERVICE CONNECTION GREATER THAN 4' DEEP

Boxes are required on 6" cleanout. Boxes are optional on 4" cleanout and 4" check valve.
Parish maintains 6" cleanout. Customer maintains 4" check valve and 4" cleanout.

*CLEAN OUT REQUIRED EVERY 45'



TYPICAL SERVICE CONNECTION GREATER THAN 4' DEEP - ALTERNATE 1

Boxes are required on 6" cleanout. Boxes are optional on 4" cleanout and 4" check valve.
Parish maintains 6" cleanout. Customer maintains 4" check valve and 4" cleanout.



South Central Regional Construction Code Council

5058 W. Main Street Houma, Louisiana 70360
P.O. Box 1870, Gray, Louisiana 70359
Toll Free at 1-866-95-PERMIT or (985) 655-1070

MyPermitNow.Org

New Residential / Residential Additions / Res Accessory - Permit Plan Submittal Check List

Applicant's Name: _____

Applicant's Phone Number (s): _____

Project Address: _____

Project Type: New Residential, Residential Addition or Res Accessory

Applicable Building Codes:

IRC	2012 International Residential Code (Excluding Chapter 11 "Energy Efficiency")
IRC	2009 International Residential Code Chapter 11 "Energy Efficiency" Only
IBC	2012 International Building Code (where applicable)
NEC	2011 National Electric Code
LSPC	2013 Louisiana State Plumbing Code
ICC 600	2008 ICC Standard for Residential Construction in High-Wind Regions
WFCM	2012 Wood Frame Construction Manual for One and Two Family Dwellings

Provide the following items for plan review where applicable:

NOTE: Use this check list for One- and Two-Family Dwellings and Townhouses. More than Two-Family dwellings (i.e. apartments) use commercial plan submittal check list. Townhouses are the exception to having more than Two-Family Dwellings regulating per IRC in that they can be a group of 3 or more attached units in which each unit extends from foundation to roof and with a yard or public way on at least two sides. Also note, detached storage sheds and/or garages are regulated as "Residential Accessory Structures". All others (i.e. homes, habitable pool houses, mother in-law suites, etc...) are regulated as New Residential.

Building Plans:

Site Plan

Site plan shall include:

____ Distances of the proposed building from interior property lines

____ Location/distances of other existing building relative to new proposed building

(Note: Any Residential structure less than 5 feet from an interior property line will require a minimum 1 hour

Friday, January 24, 2014

Plan Review Submittal Check List - Residential - New or Addition - IRC 2012

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rated exterior wall. See requirements for fire walls under "Floor Plan" requirements.)

Floor Plan

Floor plans shall include the following:

- ___ Room names and/or uses;
- ___ Additions (if applicable): If permit is for a residential addition, then plan documents shall include names of existing rooms and/or uses. Plans for addition shall also include "Before and After" floor plan layout of existing parts of building (i.e. walls or windows to be removed and/or relocated).
- ___ Door and Window locations & sizes;
- ___ Type and locations of any required fire resistance rated construction used in the project. If proposed project is not using prescriptive designs as allowed per IBC chapter 7, and identified as such, then applicant and/or designer shall identify the listed tested assemblies, from an approved testing agency, used to achieve the fire resistance rating of the proposed construction (UL, ETL, FM, GA, WP, WH, etc.) including joints in the assemblies. *(All Two Family dwellings [duplexes] shall have a minimum 1 hour separation between each unit from floor to roof decking. All town houses shall have a minimum 2 hour fire separation wall with no plumbing or mechanical in wall from floor to roof decking.)*

Elevation drawing

Elevation drawings shall include:

- ___ Vertical distance from grade to the average height of the highest roof surface;
- ___ Vertical distance from each floor to each ceiling plate height. (Note: Wall heights between floor and ceiling plate greater than 10 feet required design/seal/signature by registered architect or engineer.)
- ___ Opening locations;
- ___ For 120MPH (V-*asd*) wind zones and above, documents should clearly identify methods used for opening protection (i.e. single plywood panel alternative (1st and 2nd Stories only) or Large Missile Impact Glazed window)

Electrical drawing

Electrical drawings shall include general lighting and outlet locations. Drawings may be diagrammatic only in nature for most projects. Professional design may be required for larger projects with complex electrical requirements.

Mechanical drawing

Mechanical plans (HVAC) shall include at a minimum an approved HVAC ACCA Manual J, Manual S Compliance Report and Manual D. Manual D duct layout drawing which is produced by the Manual D software shall include duct sizes.

HVAC ACCA MANUAL J, MANUAL S Compliance Report, AND MANUAL D reports shall be submitted to and approved by this office prior to beginning any mechanical work. Whether this report is provided and approved prior to issuing permit or after permit has been issued, any changes made on the project not correctly reflected in the above noted Manual's, shall be re-submitted (in its entirety) and approved before continuing work on mechanical system (i.e. changes in type insulation, R-values used, changes in un-vented attic vs. vented attic, type or size of equipment as noted on Manual S) [IRC M1401.3 and M1601.1].

Energy Details

- ___ Plans shall include details to type and R-value of insulation to be used in walls, ceilings and floors (as applicable). Minimums R-13 walls, R-30 ceiling, R-13 floors (where applicable).
- ___ Spray Foam Insulation (if applicable): IF SPRAY FOAM IS TO BE USED OR SPRAY FOAM IS LATER DECIDED TO BE USED AFTER PERMIT APPROVAL AND START OF CONSTRUCTION, THEN APPLICANT/CONTRACTOR SHALL RESUBMIT NEW HVAC ACCA MANUAL J, S and D

COMPLIANCE REPORTS. NEW COMPLIANCE REPORTS SHALL INDICATE THE USE (I.E. WALL, CEILING, RAFTERS, VENTED OR UNVENTED ATTIC APPLICATION) AND TYPE OF SPRAY FOAM INSULATION. APPLICANT/CONTRACTOR SHALL ALSO PROVIDE PRODUCT INFORMATION AND/OR ICC ES REPORT NUMBER FOR VERIFICATION OF PRODUCT USE AND **R-VALUE** THICKNESS REQUIREMENTS PRIOR TO INSTALLATION AND INSPECTION.

___ **Plumbing Plan** *(not necessary for one- and two-family dwellings and/or townhomes)*

___ **Structural Plan**

Structural plans and/or architectural plans shall include the following:

- ___ Gravity and Wind design criteria
 - ___ Floor live loads
 - ___ Roof Live load
 - ___ Basic windspeed (V-asd) design of proposed construction *(must meet minimum design wind speed for location)*
 - ___ Wind Exposure Category

___ Metal Building Manufacturer's erection drawings *(where applicable)*

Note: Metal building manufacture's drawings maybe supplied after permit issuance prior to foundation pre-pour inspection provided you supply a "Design Load Certification Letter" from the manufacture within plan documents.

___ **Foundation Plan**

Foundations for Metal Buildings shall be designed/signed/sealed by registered architect or engineer. All Residential accessory buildings (site built or pre-fab) shall be supported on and anchored to a permanent foundation system (i.e. poured concrete spread footings, monolithic slab etc.) when greater than 300 square feet. Residential accessory structures less than 300 square feet shall properly anchored per pre-fab manufacturer and/or building code requirements for ground anchors. Note: Maximum soil bearing capacities for prescriptive designs assumed 1500psf. All raised building foundation systems greater than 36 inches or pile supported foundations shall be designed/signed/sealed by registered architect or engineer. Foundation drawing shall include the following:

- ___ Foundation types, locations, sizes, depths, shapes, thicknesses, and materials (piers, piles, footings, walls, slabs, etc);
- ___ Specifications for the type, mix ratio, and minimum compressive strength of concrete (where applicable)
- ___ Reinforcing details, specified strength or grade, placement and sizes;
- ___ Imbedded anchoring locations, size and depth;
- ___ Slab layout for recesses, void, and other irregularities;

___ **Framing/Building/Wall section plans**

Framing/Building/Wall section plans shall include the following details:

- ___ Floor and roof framing plans (as applicable);
- ___ Structural members - Materials used, Sizes, and spacing;
- ___ Main Wind Force Resisting System- Sufficient detail provide to demonstrate that the structure has been designed to withstand the indicated design loads;
- ___ Locate lateral bracing, ties, clips, sheathing or other elements and materials used to reinforce or otherwise provide stability to the structure and provide continuous path for loads from roof to grade.
- ___ Anchorage details. Indicate types, locations, sizes and spacing;
- ___ Design loads must be included within the construction documents in a manner such that the design loads are clear for all parts of the structure. (see wind and gravity requirements above)

Friday, January 24, 2014

Plan Review Submittal Check List - Residential - New or Addition - IRC 2012

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- ___ Wall sections of each bearing wall condition, interior and exterior, to indicate a continuous load path through the structure from the roof to the foundation at each condition;
- ___ Drawings should clearly indicate the components required to resist wind forces and to achieve the required "continuous load path" from roof peak to foundation anchorage.
- ___ Structural members identified;
- ___ Materials provided;
- ___ Dimensions provided;
- ___ Light Frame (wood) construction – Plans are required to be signed/sealed by an architect or engineer with specific framing and bracing details when roof pitches exceed 12 on 12 or exterior wall heights exceed 10 feet between floor and ceiling plate heights.

The following items may not always be required to be provided within the plan drawings but will reduce plan review turnover time and reduce problems during field inspection if indicated on the drawings and made aware to owner/contractor:

- ___ Windows in rooms used for sleeping indicated to meet minimum emergency escape and rescue opening sizes per IRC 310.
- ___ Windows indicate correct design pressure ratings (i.e. DP/HR rating) for proposed wind speed location. *(Note: Window DP/HR AAMA Manufacturer's sticker shall remain on windows until verified by inspector.)*
- ___ Garage doors *(as applicable)* indicate correct design pressure ratings and/or design wind speed for proposed wind speed location on plan. *(NOTE: Applicant will be required to provide garage door specs upon framing or final inspection if not already attached to door.)*
- ___ Protection of openings required in "Wind Borne Debris Regions" (120mph or greater).
Method provided to be indicated as either Large Missile Impact glazing or approved window covering complying with ASTM E 1996 and ASTM E 1886 or substituted with 7/16" wood structural panel with a maximum span of 8 feet [IRC 301.2.1.2]. Panel shall be pre-cut to match the framing surrounding the opening containing the product with the glazed opening. Panels shall be predrilled as required for the anchorage method and shall be provided with the attachment hardware per IRC Table R301.2 (2) or ASCE 7 upon inspection. NOTE: 7/16 wood structural panel cannot substitute the required design load performance requirements (DP/HR rating). Plywood alternative only allowed were a single 4 X 8 sheet can cover the entire opening.
- ___ Plans should indicate correct insulation to be used and if later changed after permit and start of construction to spray foam, then applicant/contractor shall notify building code inspection department (SCPDC) of those proposed changes (SEE SPRAY FOAM REQUIREMENTS UNDER ENERGY REQUIREMENTS ABOVE).