



CODE ENFORCEMENT AGENCY
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RESIDENTIAL APPLICATION

Guidelines and Helpful Application Instructions

100% of Residential Plan failures are asked for the following additional information.

New Construction – Addition – Single Family / Duplex – 2018 IRC

- 1) Completed (legible) drawings of the proposed construction including the following:
 - Footing, foundation, framing (including side wall) details
 - Proper layout and dimensions details of the proposed
 - Insulation, wallboard and flashing details
 - Res -check for energy compliance
 - Mechanical, plumbing and electrical details (if applicable)
 - Roofing method, (Truss, flat, rafter etc..) **TRUSS** roof requires an engineered stamped design at application.

*A narrative describing the construction information is helpful. Please note, an inventory sheet, material list or supply receipts are **not** narratives.*

POOL & Spas

- 1) Inground or above ground? Type of Pool? Electrical service to new Pool?
 - Barrier Device (fence) Protection from entering the pool? WHERE?
 - Electrical set up and connections? (Bonding & Grounding methods)
 - Drain from the pool or spa?
 - Deck or Platform? Deck information and narrative.

Decks and Balconies – (including roof over decks)

- 1) Describe the deck or balcony in **DETAIL**. Including the following:
 - How are you securing or attaching the deck to the structure?
 - Type of wood and dimensions of materials being used
 - Layout and design of the deck or balcony (including projections)
 - Beams, posts and fasteners, hangers and straps being used.
 - Depth of footings and securing methods of supports.
 - Safety devices – handrails, side supports and guides posts.
 - Electrical outlets (110v) also any lights, fans or other.

****Please note, this reference is not the only required information for plans examination, but more to help advise you in the application of what information is required. Additional details and information may be requested and required prior to the issuance of a building permit.**