

Residential Submittal Guide

Provide scaled drawings addressing and identifying the following:

Foundation Plan

- Footing size, width, thickness of the concrete and the depth of the bottom of footing for frost protection. Required for perimeter walls, interior walls, interior and exterior piers, garages and porches.
- Provide all dimensions, overall dimensions, offset dimensions, pier spacing dimensions, etc.
- Foundation wall type, thickness, height, amount of unbalanced backfill and the steel rebar reinforcement.
- Show the direction of floor framing. Identify the type, size and spacing of floor framing members. Same applies for decks.
- Identify the girder beam type and sizes.
- Wall bracing requirements if any foundation walls are framed. Section 602.10
- Basement foundations identify the insulation requirements.
- Crawl Space Foundation, show the ventilation requirements.

•Floor Plan(s)

- Show walls, windows and doors with dimensions.
- Identify all rooms.
- Identify window and door sizes.
- Identify header type and sizes.
- Identify the roof framing members' type, size, spacing and orientation, including beams and headers.
- Identify the wall bracing panels. Pay specific attention to Portal Frame Wall Panels (typically panels less than 36" wide)
- Identify the deck ledger band attachment fastener type, size and spacing.

•Elevation(s) (picture view)

- Show all four elevations
- Show approximately the finished grade to the best of your ability.
- Identify the roof pitch.
- Show the decks and steps, etc.
- Note any special circumstances on the plan that may apply.

•Cross Section (section cut through the house)

- Show all footing, foundation, floor framing, wall framing and roof framing.
- Identify all framing members, type size and spacing.
- Identify the insulation requirements.

•Additions and Alterations

- Provide a simple sketch (one line drawing) of the existing structure.
- Showing exterior dimensions.
- Identify all existing rooms.

Additions cannot block a required emergency egress window from a bedroom.

Garage additions cannot enter the dwelling through an existing bedroom.

An individual may draw their own plans, but must be drawn to scale or on graph paper and provide enough information to clearly identify all construction methods and materials.