

Residential Plan Submittal Requirements

B-3

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City of Taylorsville
Building Department
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The timely issuance of building permits largely depends on the comprehensiveness of your application materials – i.e. your building permit application, plans, construction drawings, etc. The following information is intended to help you submit a complete and comprehensive application packet and to help expedite your plan review process. Please note that because every project is a bit different additional items may be required.

Building Permit Submittal Requirements:

- 1, **Building Permit Application.** Building permit applications are available from the Taylorsville Community Development Department located on the second floor of City Hall, or application can be made by logging on to www.taylorsville.eprocess360.com. Be sure to complete all applicable information including the following:
 - Date of application
 - Proposed use of structure
 - Project address
 - Subdivision and lot number
 - Owner of property, phone number, and address
 - Contractor's name, phone number, address, and contractor's state license number for:
 - General contractor – attach copy of license
 - Electrical contractor – attach copy of license
 - Mechanical contractor - attach copy of license
 - Plumbing contractor – attach copy of license
 - Mechanical contractor - attach copy of license
 - Type of improvement/kind of construction
 - Signature of owner, contractor, or authorized agent with date signed

- 2, **Plans and Drawings.** Please note that this comprehensive list is for new residential structures. For remodel and addition projects please consult the Taylorsville Building Official for appropriate submittal requirements. Also please note that (2) copies of all drawings must be submitted with your application.
 - Site Plan.** A site plan must be submitted with the application. For an example, see the "typical site plan detail 009. The site plan must include the following elements:
 - Drawn to scale with scale indicated (1"=20' or larger)
 - North arrow
 - The address approved by the city
 - Lot dimensions – all sides
 - Size and location of any easements or right-of-ways
 - Names and location of all adjacent streets
 - Locations of proposed and existing structures
 - Setback dimensions – front, rear, and all sides
 - Outside building dimensions and distances between the buildings on site
 - Driveways, exterior stairs, landings, patios, and decks
 - Relative elevations of top of foundation and lot corners
 - Grade contours at 10 foot intervals
 - Proximity of building to any slopes greater than 3 horizontal to 1 vertical showing steepness and height of slope
 - Location, type, and elevations of any retaining walls
 - Locations of utilities (power/gas/sewer) entering the lot

- Building Plans.** Building plans must be submitted with your application that includes the following information:
 - Drawn to scale with scale indicated (1/4"=1' or larger)
 - Identify options which will be used on plans and cross out any options shown on plan not to be used
 - Footing plan with all continuous and spot footing sizes, locations, frost depth, and reinforcement
 - Floor plan layouts and use of all rooms (include future uses). An example is available, look for form 008, "Example Floor Plan"
 - Main floor
 - Second story
 - Basement (indicate portions finished and unfinished)
 - Garage/carport
 - Dimensions for overall length and width
 - Complete dimensions of all rooms, decks, porches, landings, stairs, cantilevers, bearing walls, and column locations
 - Ceiling heights all levels
 - Sizes and types of doors
 - Sizes and types of windows (showing required safety glazing)
 - Window well dimensions for emergency escape windows below grade
 - Fire separation between house and garage
 - Stairway landings, rise, run, handrail, and headroom heights for interior and exterior stairs. An example is available, see detail 004 "Stair Detail"
 - Guardrail heights and pattern
 - Building elevations (exterior views)
 - Front, rear and all sides
 - Finish grade line on all sides
 - Depth of footings below finish grade
 - Pitch of roof
 - Type of finish materials including siding and roofing
 - Attic ventilation and access
 - Crawl space ventilation and access
 - Cross sections drawn SPECIFICALLY for this structure with materials to be used. For an example, see detail 005, "typical wall section".
 - Typical footing size, depth, and reinforcement
 - Foundation wall height, thickness, and reinforcement
 - Foundation sill and anchor bolts
 - Wall material, stud size and spacing, wall sheathing, interior finish, insulation, weather barrier, exterior finish.
 - Floor sheathing
 - Solid blocking
 - Roofing material and sheathing
 - Framing details.
 - Braced wall panel locations, methods, materials, and details for homes that qualify as conventional construction OR STRUCTURAL ENGINEER'S STAMP, SIGNATURE, AND DATE ON CALCULATIONS FOR HOMES WITHOUT ADEQUATE BRACED WALL PANEL TO QUALIFY AS CONVENTIONAL CONSTRUCTION AND HOMES OF UNUSUAL SHAPE AND/OR SIZE. (All details indicated by calculations must be clearly shown on an engineer's summary sheet and on the plans, or plan shall be stamped, signed, and dated by the engineer. Plans must show shear walls, hold downs, etc., as required by engineering.)
 - Size and material of all beams, headers, and columns
 - Rafter size, spacing, spans, and ties and/or truss layout
 - Joist size, type, spacing, and spans
 - Bearing wall construction
 - Insulation R-factors for walls, attics, and floors over unheated spaces
 - Masonry fireplace and chimney details with reinforcement

- Electrical Details.**
 - Electrical Service and Subpanel sizes. See detail 002, "One Line Diagram" for an example
 - All light and fan locations
 - Ground Fault Circuit Interrupters (GFCI's) indicated
 - Smoke detector locations
 - Carbon Monoxide alarms
 - Arc Fault Circuit Interrupter (AFCI) for all outlets in bedrooms
 - Tamper resistant receptacles

- Mechanical Details.**
 - Furnace location
 - Combustion air location
 - Detail mechanical vent and chimney sizing.
 - Fireplace location and details.
 - Copies of HVAC load calculations

- Plumbing Details.**
 - Location of all plumbing fixtures including layout for future fixtures
 - Floor drains, water heater, clothes washer and dryer locations
 - Location of Backwater valves
 - Gas meter location
 - Gas piping diagram. An example gas diagram is available, please see detail 006 "fuel pipe sizing".

- Energy Analysis**
 - Window u-factor .35 or better
 - Insulation R-factors for walls, attics, and floors over unheated spaces, consistent with the prescriptive values in the code **OR:**
 - A passing Res-Check. You can download the latest version at www.energycodes.gov