



BUILDING INSPECTION DEPARTMENT

PROCEDURE

SUBMITTAL REQUIREMENTS FOR ONE- AND TWO-FAMILY DWELLINGS

All submittals shall be drawn in compliance with the 2003 International Residential Code as adopted by Apache County.

Three sets of plans are required for submittal, prepared on a minimum of 11" x 17" paper and drawn to scale. All submittals shall show, in detail, the nature and extent of work prescribed.

Any dwellings which are designed to be constructed in a non-conventional manner beyond scope of the International Residential Code shall be prepared by a registrant (Architect or Engineer) licensed in the State of Arizona.

The minimum content requirements for plan submittals are as follows:

1. Site Plan: Show all existing and proposed buildings and structures, street fronts, alleys, easements, lot dimensions, utility locations, water, gas, sewer and electrical piping.
2. Foundation Plan: Provide a complete foundation layout fully dimensioned with cross-sectional details of the foundation.
3. Floor Plan: Provide a complete floor plan for every floor, including basement. This shall include, but not be limited to, use of the rooms, windows/door locations and sizes including safety glazing requirements, mechanical equipment locations, shear wall bracing locations and details, and any specifications for fire separations.
4. Electrical Plan: Show a complete electrical layout including electrical service and any sub panel locations. Indicate size of electrical service. If electrical service is over 400 amps, provide load calculations. Show locations of smoke detectors.

SUBMITTAL REQUIREMENT FOR ONE AND TWO FAMILY DWELLINGS

Page 2 of 2

5. Roof Framing Plan: Engineered scaled truss design drawings must be submitted with the plans. Include all header sizes and their locations. Include a complete roof layout with proposed live and dead loads and any concentrated loads, such as HVAC equipment or any other imposed roof loads. Provide grade and species of all wood.

6. Floor Framing Plan: Include a complete floor-framing layout with all floor joist sizes, beam sizes and their locations. Indicate under floor access location and size and required under floor ventilation. Indicate all hangers and ledger detail. Floor systems may require engineering. Provide grade and species of all wood.

7. Elevations: Provide elevations of proposed building including all views. Include existing and finish grade lines on each elevation.

8. Framing Plan: Provide a complete cross-section typical of a building, showing proposed materials to be used and how load path connections are to be achieved. Provide details for any framing connections that would not be typical of a cross-section. Provide header/trimmer schedule.

9. You will need to supply us with a map showing driving direction on how to reach the property. Please indicate highways, county roads or any other features that will indicate the **exact** location.