



**INTERPRETATIONS & APPLICATIONS**  
**OF BUILDING CODES & REGULATIONS #89-7**

**CODE SECTION:** IBC 106.1.4

08/21/98, rev. 10/29/04, rev. 7/11/05, rev. 8/2/05

**SUBJECT: STANDARD PLANS**

Plan Review Submittal Requirements

1. The following plans are required for the submittal of each standard plan:
  - a. For building review submit one complete construction document set, including civil engineering drawings **and subdivision** soils report.
  - b. For planning review submit **one subdivision plat with a setback exhibit, copy of approved grading and drainage plans, exterior elevation sheets showing maximum height of structure above finish floor, location of A/C and mechanical equipment; one floor plan, one foundation plan, lot fit analysis**
2. All standard plans must have their intended lot locations identified by submitting a listing of all possible lot locations with each standard plan.
3. The cover sheet for the plans must have key plans drawn to scale indicating each possible combination of footprint options **with corresponding building ridge lines**. This requirement will provide a mechanism for documenting and insuring that standard plans will conform to varying lot configurations.
4. Each set of plans must include a set of engineered truss designs from an approved manufacturer, or a truss waiver sealed by the design professional that designed the house.
5. Water meter calculation sheets must be included, which are then to be provided to the designer of the fire sprinkler system.
6. If homes are to be constructed "opposite hand", in addition to the city approved plan sets, plan sheets (floor plan, foundation plan, framing plan) printed to conform to the actual construction configuration must be available on the jobsite or an inspection will not be completed. The inspection must be rescheduled. After January 1, 2005, if opposite hand plan sheets are not available on the jobsite, the inspection will be subject to a re-inspection fee.

When a standard plan is submitted for use at an additional subdivision:

- a) For building review submit one full plan set, soils report, and civil engineering plans.
- b) For planning review; **one subdivision plat with a setback exhibit, copy of approved grading and drainage plans, exterior elevation sheets showing maximum height of structure above finish floor, location of A/C and mechanical equipment; one floor plan, one foundation plan, lot fit analysis**

*A full plan review fee shall be charged for the first subdivision. For each additional subdivision a minimum fee as prescribed in the City code shall be charged.*

### Zero lot line subdivisions:

1. A grading and drainage plan showing the location of all possible plans on each lot.
2. Indicate roof drainage and coordination with adjacent structures.
3. **Use and Benefit Easements exhibit**

### Options to Floor Plans and Elevations

#### **Standard plans may include optional footprint features in addition to the base floor plan footprint.**

Patio covers that are not enclosed are not considered footprint options. An option involving extensive modifications, or changes to the base plan foundation will be required to be submitted as a separate plan, with a full plan check fee.

Basements or modifications that would change the elevation of the lowest finished floor are not allowed as an option **unless lowest floor and pad elevation for basements and finished floor and pad elevation for first floors are identified on improvement plans for all lots. The submitted soils report must also reflect the basement condition.**

If there is a question on the extent of options, the **Building Official**, or building plan reviewers can make the determination before plans are submitted for review. The cover sheet of the set of plans shall designate all possible combinations of footprint options, along with corresponding square footage

Exterior design elevations **that do not substantially change the roof framing**, shall be limited to three (3) per standard plan. A fee as prescribed in the city code will be charged for each elevation in addition to the base plan.

### Revisions to Standard Plans

All requests for changes to approved standard plans are to be submitted as additional or revised sheets of the original set of plans. All revisions are to be clearly identified by the use of clouded symbols, deltas or other appropriate means. The review fee for revised plans is as prescribed in the city code.

Revisions which involve extensive modifications, or which in the **Building Officials** judgment are not adequately defined, will be required to be submitted as a new plan with a full plan check fee.

Minor, one time only, non-structural, interior revisions, specific to one building permit, may be submitted as "over the counter" reviews. The review fee to be as required for expedited plans as prescribed in the city code.

If there is a question on the extent of revisions, the **Building Plan Reviewers** can make the determination before plans are submitted for review.

## Permit submittal requirements

### Subdivisions with pre-engineered finished floor elevations

The following information must be included on the approved City formatted plot plan for approval and permit issuance.

1. Address, lot number and tax parcel number (book, map & parcel number).
2. Lot size and house configuration with written and graphic scale.
3. Zoning classification.
4. Easements labeled and dimensioned.
5. Building setbacks from all property lines.
6. Adjacent lots with associated buildings, easements and setbacks.
7. Location of mechanical equipment and how it will be screened (if required).
8. Location, height and type of fence.
9. Egress (3 ft. minimum width) from yard to public way for bedroom emergency exit.
10. Finish floor **and pad** elevation, benchmark **and datum** per the approved subdivision-grading plan.
11. Complete FEMA block information
12. **When determined to be required, a plot plan shall be submitted that shows underlying topographical lines (as per the approved grading & drainage plan) labeled with corresponding elevations. Building ridgelines and elevations shall be shown on the building footprint per the approved plan. Plot plan shall be minimum 11" x 17" and sufficient scale for clarity.**

### Subdivisions without established finished floor elevations

1. Building height above finished floor must be noted on the site plan. If overall height is within two (2) feet of the maximum allowed by ordinance, the average adjacent curb elevation must be shown on the plan to verify that the building is within allowable height.
2. HILLSIDE and ESLO: If the zoning district is within the hillside or ESLO zoning overlay, the building height is referenced from **natural grade**.
3. **3 copies of 24" x 36" site plan listing the model number or name of the standard plan, a/c and non- a/c square footages, along with the approved options being applied. Site plan must reflect the lineal footages of all site walls, retaining walls, and retaining walls with fences on top, and wall heights. One copy of the City stamped approved foundation, floor plan, and exterior elevation sheets for the standard plan must be included for reference. Civil engineering reviewers may determine that a drainage report is required in some cases.**
4. **1 additional 24" x 36" site plan with copies of the approved the foundation plan and details for building review.**

### Revisions to approved plot plans

Revisions to approved plot plans are to be brought to the Development Services counter for re-approval by project review staff. Revisions shall be done directly on the original design document with adequate identification. Supporting documentation must accompany the submittal.