



RESIDENTIAL PLAN SUBMITTAL CHECKLIST

Clear Button

	The words that have highlights are the information that is often missed and the application will not be accepted unless everything applicable on this list has been submitted.	Yes	No	N/A
1	2 (Two) Complete sets (One extra floor plan) of legible plans drawn to scale, showing conformance to the applicable local and state building codes. Lateral design details and connections must be incorporated into the plans or on a separate full size sheet attached to the plans with cross-references between plan location and details. Plan review cannot be completed if copyright violations are evident. For approved Master Plans, submit the stamped re-issue set with two additional sets of plans.			
2	2 (Two) Site/Plot plans drawn to scale and the scale used noted on the plot plan. The plan must show: North arrow, lot and building setback dimensions; property corner elevations (if there is more than 1-ft. elevation differential, the site plan must show contour lines at 2-ft. intervals for a distance away from the building); location of easements and driveway, street names, footprint of structure (including decks), location of wells/septic systems, utility locations, any known fill sites or landslide hazard areas, direction indicator, lot area, impervious area, existing structures on site, and surface drainage. Please provide the percentage of the slope and if the slope is a north facing or south facing slope. If canyon rim property, provide and meet requirements of the Redmond Development Code Section 8.0335 development standard along the perimeter of the canyon. If driveway cut or sidewalk permits will be issued, show location(s) and dimensions on plot plans. Driveway approaches should include wings (minimum cut width is 20', maximum is 33' - see back of this form for details).			
3	Foundation plan and Cross Section. Show footing and foundation dimensions, size and dept of all enlarged footings for point loads, anchor bolts, any hold-downs and reinforcing steel, connection details, foundation vent size and location.			
4	Floor plans. Show all dimensions, room identification, door and window sizes and locations, location of smoke detectors, water heater, HVAC equipment, ventilation fans, plumbing fixtures, balconies and decks 30 inches above grade, etc.			
5	Cross sections(s) and details. Show all framing member sizes and spacing such as floor beams, headers, joists, sub-floor, wall construction, roof construction. More than one cross section may be required to clearly portray construction. Show details of all wall and roof sheathing, roofing, roof slope, ceiling height, siding material, footings and foundation, stairs, fireplace construction, thermal insulation, etc.			
6	Elevation view. Provide elevations for new construction; minimum of two elevations for additions and remodels. Exterior elevations must reflect the actual grade if the change is greater than 1-ft. at building envelope. Full size sheet addendums showing foundation elevations with cross-references are acceptable.			
7	Wall bracing (prescriptive path) and/or lateral analysis plans. Building plans must show construction details and locations of lateral brace panels; for non -prescriptive path analysis provide specifications and calculations to engineering standards.			
8	Floor/roof framing plans are required for all floors/roof assemblies indicating member sizing, spacing and bearing locations, nailing and connection detail. Show location of attic ventilation. For engineered systems, provide manufacture engineer stamped floor/truss design details.			
9	Beam calculations. Provide two sets of calculations using current code design values for all beams and multiple joists exceeding prescriptive code requirements, and/or any beam joist carrying a non-uniform load.			
10	Energy Code Compliance. Compliance with ORSC Table N1101.1(1) and (2) additional measures from ORSC Table N1101.1(2). Two Additional Measure #_____.			
11	NEW Planning Article I & III Zoning Standards Minimum Residential Design Standards Section 8.0140, Architectural Design Standards Section 8.0141, Fence Standards Section 8.0340 and Street Trees Section 8.3035. See attached details of new code sections.			

I hereby certify that I have read and examined this checklist and know that if the information that is applicable to my application is not submitted, my building permit will be deemed incomplete and the plan review will not be completed until all the information is received by the Building Department. I understand that once the plan review is complete, I am responsible for all plan review fees. By signing below, I agree to pay any additional plan review fees not covered by my deposit, whether this permit is issued or not.

Signature of Owner or Applicant _____ Date _____