

RESIDENTIAL CHECKLIST

1. Completed Application
2. One sets of sealed drawings and one CD/Flash drive
3. Two copies of site plan
4. Two (One **must** be included on CD)set of window and door engineering
5. One (One **must** be included on CD)set of truss engineering and layout sheet
6. One (One **must** be included on CD) set of Energy Calculations
7. Driveway connection form
8. Recorded NOC (record at Clerk's Office)
9. Owner Affidavit (for owner/builder only)

COMMERCIAL

1. Above information.
2. Two sets of sealed plans and one CD/Flash drive
3. Additional information as may be requested by Plans Examiner

FBC SIXTH EDITION

106.1 Submittal documents.

Construction documents, special inspection and structural observation programs, and other data shall be submitted in one or more sets with each application for a permit. **The construction documents shall be prepared by a design professional where required by the statutes.**

Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a design professional.

106.1.1 Information on construction documents.

Construction documents shall be dimensioned and drawn upon suitable material.

Electronic media documents are permitted to be submitted when approved by the building official. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the building official (see also Section 106.3.5).

106.1.1.1 Fire protection system shop drawings.

Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with this code and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9.

106.1.1.2 For roof assemblies required by the code, the construction documents shall illustrate, describe, and delineate the type of roofing system, materials, fastening requirements, flashing requirements and wind resistance rating that are required to be installed. Product evaluation and installation shall indicate compliance with the wind criteria required for the specific site or a statement by an architect or engineer for the specific site must be submitted with the construction documents.