



Building Plans Checklist

(includes electrical, plumbing, mechanical, structural)

- ✓ Manufactured Truss Calcs and wood floor if applicable
- ✓ Development or HOA approvals, if applicable
- ✓ Septic system approval from La Paz County Health Department
- ✓ Floodplain determination and documentation, sealed by a PE if required
- ✓ Speculative contractors or owner/builder – sign contractor's statement
- ✓ Plans below shall be scaled a minimum of ¼ per foot.
- ✓ Foundation Plan: Top view, two-line drawing
 - Stem wall and/or pier locations and dimensions
 - Foundation, slab, turndowns and anchoring
 - Floor framing-joists-directions, size and spacing, blocking head-outs and required anchoring
 - Girders, beams, bearing points and anchoring
 - Foundation vents
 - Crawl access and clearance
- ✓ Floor plan: Top view two-line drawings.
 - Complete dimensions
 - Door and window sizes, locations & schedules. Safety glass locations
 - Smoke & carbon monoxide detector location
 - Attic access location
 - Wood or gas fireplace location; submit manufactured installation requirements
 - Cabinets and appliances
 - Plumbing fixture locations, including water heater.
 - Electrical plan.
 - Furnace and supply and return size and location.
 - Residential additions; plans shall show adjacent rooms to the new construction.
 - Second floor framing-beams, joists-size and spacing, head-outs.
- ✓ Roof Framing plan: Top view.
 - Truss or rafter, direction, size and spacing, blocking.
 - Beams/Bearing points and bearing walls.
 - Attic ventilation, size and type
 - Engineered Truss Calculations and specifications.
- ✓ Elevations: Two dimensional exterior views-front, sides, rear
 - Four (4) elevations
 - Show all exterior architectural design/façade, stone or rock, corbels, siding, chimneys etc.
 - Show accurate grade line for building height, stepped foundations and filled areas.
 - Provide height dimensions for wall lines, roof lines, 2nd stories, etc.



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- ✓ Cross Section: Cut away view.
 - Rough construction; foundations, joists, studs, trusses, bracing of structures, anchors, etc.
 - Finish; drywall, siding, sheathing, roofing, etc.
 - Overhangs; soffits, fascia
 - Stair information; rise, run, width, head room
 - Dimensions; floor to grade, ceiling height
 - Insulation
 - Show drainage away from stem wall and footers.
- ✓ Details: Requires larger scale – ½", ¾", 1" etc.
 - Footing and stem
 - Piers
 - Special framing and/or connectors used.
 - Masonry fireplace plans and details required.
- ✓ Ground Snow Loads:
- ✓ Roof Snow Load min:
- ✓ Wind Speed:
- ✓ Exposure:
- ✓ Front line:
- ✓ Winter Design Temp:
- ✓ Concrete and Grout minimum requirements:
 - Footing, stem walls, and interior slabs:
 - Garages, Exterior slabs:
 - Grout:
 - Pumped concrete:
 - Public improvement:
 - Soil pressure design residential, Commercial per engineered design
- ✓ Building shall not be built on fill material unless fill is engineered and tested by an approved agency. Site fills and slab foundation fills in excess of 2' shall be engineered and tested.
- ✓ Floodplain information; FIRM Community panels.
- ✓ Builder/Contractor Information Form
- ✓ Site plan per appropriate site plan checklist
- ✓ House Plans 2 sets (Drawn to scale no smaller than 3/16" = 1 ft Maximum 24" x 30" sheets.)
- ✓ Septic System approval letter from La Paz County Health Department (If needed)
- ✓ Flood Management Plan (If property is determined to be in a flood zone A)
- ✓ 3rd party agreement for plan review services (if applicable) must be signed
- ✓ Notarized letter from owner if submitted by an architect or person other than the contractor acting as an agent for owner.
- ✓ Plans stamped on every sheet by an Arizona Architect



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- ✓ Elevations showing height from lowest natural grade to roof ridge.
- ✓ Plumbing with isometric detail (waste, vent, gas, water)
 - ___ Gas fireplace pipe size and BTU
 - ___ Exterior lighting and wattage
 - ___ Attic ventilation
 - ___ Complete wall and roof framing plan
 - ___ Water meter size
- ✓ Water meter size: _____ If new or upgraded meter is being installed.
- ✓ Setbacks of structure measured from property line
- ✓ Height of structure _____ Floor area ratio _____
- ✓ Zoning District _____

- ✓ PLUMBING PLANS
 - Plumbing floor plans
 - Plumbing specifications
 - Water and sewer riser/isometric diagrams, as required
 - Domestic water system calculations
 - Condensate drainage design and details
 - Air and fuel gas and medical gas system plans and details
 - Plumbing fixture schedules and specifications
 - Interceptors and details
 - Water heaters and details
 - U.L. or listed through-penetration firestop system details
 - Above ground or underground tanks and piping systems
 - Service water heating requirements per IECC
- ✓ MECHANICAL PLANS
 - Mechanical floor plans
 - Mechanical specifications
 - Ductwork layout, sizing, materials, and details
 - Mechanical heating and chilled water systems and details
 - Refrigeration systems and details
 - Mechanical equipment and air devices schedules and details
 - Outdoor ventilation air quantities/calculations
 - Duct Smoke detectors
 - Fire/smoke damper locations and details
 - Exhaust systems plans and details
 - Exterior combustion air details



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- Mechanical support, and seismic bracing details
- Mechanical system requirements per IECC
- ✓ ELECTRICAL PLANS
 - Legend showing symbols used on drawings per nationally recognized societies or as explained on the drawings
 - Electrical specifications
 - Electrical site lighting and power plans
 - Photometric site lighting plan
 - Light pole and pole base foundation details (with structural calculations for light poles over 30' height)
 - Electrical power floor plans showing all outlets, receptacles, and disconnects
 - Electrical lighting floor plans showing all fixtures, switches, emergency lighting and exit signs
 - Lighting fixture schedule
 - Fire Alarm Plans (shop drawings may be deferred submittal)
 - Type, location, and capacity of all service equipment and meters
 - Electrical single line diagram / feeder schedule
 - Electrical load calculations
 - Interruption ratings of circuit protective devices specified and available symmetrical short circuit current at each panel and switchboard location where fault current is greater than 10,000 amperes
 - Service entrance grounding conductor, sized and located, and method for grounding and bonding
 - Location, voltage, horsepower, kilowatt, or current rating of every motor, generator, transformer, or fixed appliance
 - Details of the panel board, switchboard, and distribution centers, including schedule of equipment
 - Panel board or switchboard schedules, showing connected and demand wattage or amperage, number of active branch circuits to be installed, and number of spare branch circuits for future use
 - Location and complete details of the fire alarm system (may be a deferred submittal)
 - U.L. or listed through-penetration firestop system details
 - Generator details
 - Access control and secure door circuitry
 - Minimum #12 Copper or #1 Aluminum conductors and approved raceways
 - Electrical system lighting controls and interior / exterior lighting power allowances per IECC