



Building and Zoning Department

Building Plans Checklist

Building plans for new homes and commercial buildings must be drawn to 1/4" scale, minimum 18" X 24", and contain the following drawings and information:

1. **PLOT PLAN** drawn on at least an 8 1/2" by 11" piece of paper showing property setbacks, accessory building, power lines, water line, sewer line, and other related information.
2. **MAIN FLOOR PLAN & STORIES** showing dimensions; room designation, window and door sizes and locations; all walls, beams, headers, lintic and girder sizes; roof and floor framing information; kitchen and cabinet layout; appliance and equipment locations; smoke detectors and other relevant information.
3. **BASEMENT PLAN** showing footings and foundation; room designations; dimensions; all walls; beams, headers, lintic and girder sizes; bearing walls; water heater and furnace; floor drains and plumbing; floor framing information and other relevant information.
4. * **FLOOR FRAMING & DETAIL PLAN**
5. * **ROOF FRAMING & DETAIL PLAN**
6. **ROOF & TRUSS ENGINEERING**; truss engineering sheets must be submitted with plan prior to having building permit issued. This engineering data must state design loads, customer name, suppliers name and engineers name and stamp along with current data engineering.
7. **EXTERIOR ELEVATION** showing exterior views, walls, finishes, doors, windows, grades, and structure below grade, etc.
8. **WALL CROSS SECTIONS** showing stair layout, foundation section and footing, rebar placement, insulation depth and type, roofing, blocking, joist, trusses, and other relevant information.
9. * **MEC CHECK CALCULATION** (contact your mechanical contractor)
10. * **ELECTRICAL LOAD CALCULATION** (contact your electrician)
11. * **WINDOW, DOOR, HARDWARE AND HEADER SCHEDULES**
12. * **FIREPLACE CROSS SECTION, DETAILS**
13. * **STAIR DETAIL SECTION**
14. **SPECIFICATIONS**: The type of materials used must be itemized or noted on the plans. Type of joist, plates, studs, concrete, rebar. Also, the manufacturer of products, roofing, and other relevant information.
15. A Utah Licensed Engineer Stamp will be required on the following sets of plans:
 1. Structures built other than conventional frame construction (including log), more than one level, large in size, unusual shape of design, foundation type other than concrete, unusual site conditions, site elevation of 6100' or higher, and manufactured homes placed on a basement.

***Note: the above requirements may not be all inclusive of the requirements for submitting plans.**