

**Utah County Community Development**  
51 S University Ave., Suite 117 Provo, Utah 84601, (801) 851-8342  
Office/Inspection Hours Monday-Friday 8-4:30

## **Building Plan Requirements**

Please take the time to review your plans for the following information. Failure to insure that all the items are included in your plans may result in an unnecessary delay before you can start on your building, as well as additional costs. The designer of your project is responsible to provide the information listed and should be familiar with current construction and safety codes.

### **CONSTRUCTION PLANS:**

Provide two paper sets at a readable scale plus one electronic set in PDF format.

#### **Plot Plan:**

- Three copies drawn to scale, one copy must be drawn to a scale that fits on a minimum 8 ½" X 11" sheet of paper
- Show all distances from property lines, road centerline and to nearest part of proposed structure and other structures on the property
- Front setback (from property line or from the centerline of road frontage)
- Rear setback
- Side setbacks (show covered porches, exterior stairways, eaves over 18", and cantilevers)
- All easements are to be shown on the plot plan
- Fence location, height, and type, if any
- Accessory building locations, if any
- Location and name of streets, adjoining property and "north arrow"
- Contour lines at five-foot (5) intervals, Elevations, and/or Grades
- Show locations of all utilities including phone, gas & power connections. If propane, show location and size of tank and barriers
- Show location and size of water lines
- Indicate location of fire hydrants along roadways and on property

#### **Floor Plans:**

- Provide layout of all levels, floors, and areas within structure
- Label all rooms and areas with intended use
- Indicate if rooms or areas will be finished or unfinished
- Show locations of all doors and windows to include size, type, & location of safety glass
- Show all decks, patios, and covered porches
- Show location and size of attic access

- ❑ Show location and size of crawl space access
- ❑ Show location of all cabinetry in kitchen, bath, laundry, and similar areas
- ❑ Show all walls, stairs, rails, and elevation changes
- ❑ Include general construction notes pertaining to structure; (i.e., egress windows and wells, floor coverings & type, firewalls, etc.)
- ❑ For additions & remodels, also provide existing floor plan

**Elevations:**

- ❑ Show front, rear, and side views
- ❑ Indicate exterior finish materials (brick, stone, and/or siding type)
- ❑ Indicate type of roof coverings
- ❑ Indicate type of soffit and fascia material
- ❑ Show final grade location and include location and type of retaining walls
- ❑ Show location of address identification

**Structural Plans:**

- ❑ Provide two copies of Engineers calculations with wet stamp & signature, from an engineer licensed in the state of Utah. (If plans require engineering)
- ❑ Engineering is required for all structures that do not meet the conventional light frame provisions of the building code.
- ❑ Provide footing & foundation plan showing size, depth, thickness, size & spacing of reinforcement, size & spacing of anchor bolts, etc
- ❑ Provide floor framing plan to include all materials that will be used (beams, joists, spacing, etc)
- ❑ Provide wall detail to include all materials that will be used (stud size & spacing, etc)
- ❑ Provide roof framing plan showing all materials that will be used (beams, rafters, trusses, size & spacing, etc)
- ❑ Provide shear wall and nailing schedule, including location of hold-downs, straps, & moment frames
- ❑ Provide all header or beam sizes
- ❑ Show connection details on all load-bearing members (timbers, logs, glue-lams, steel I beams, columns & etc.)
- ❑ Provide all structurally related details pertaining to structure and design

**Details:**

- ❑ Provide stair detail to include rise, run, width, landings, fire rating, and headroom
- ❑ Provide handrails & guardrail details to include type of railing, distance from wall, height above stair or floor, and spacing of balusters
- ❑ Provide wall section to include labeling of all materials that will be used

**Electrical:**

- ❑ Show location of meter and indicate size in amperes
- ❑ Show location of all breaker panels, sub-panels, and shut-offs
- ❑ Show all lights, switches, receptacles, and electrical devices
- ❑ Indicate location of all GFCI protected receptacles and circuits (interior and exterior)
- ❑ Indicate location of all Arc-fault protected circuits (bedrooms)
- ❑ Show location of all smoke detectors, carbon monoxide detectors, and fire alarms
- ❑ Show location of concrete encased electrode

**Plumbing:**

- ❑ Show location of all plumbing fixtures, sinks, toilets, tubs, hose bibs, and future fixtures
- ❑ Show location of all floor drains, sumps, ejectors, grease traps, and storm drainage
- ❑ Show location of all appliances (washers, dishwashers, water heaters, saunas, water softeners, etc)
- ❑ Show location of water heaters and boilers. Indicate size in gallons, BTU input ratings, expansion tanks, & seismic tie-downs
- ❑ Indicate size and type of flue and combustion air ducts

**Mechanical:**

- ❑ Show location of furnace and indicate type and BTU input rating
- ❑ Show location of dryer and associated venting. Indicate length of duct & # of bends
- ❑ Show location of all gas appliances. Indicate type, BTU input ratings, and venting
- ❑ Indicate size and type of flue and combustion air ducts
- ❑ Show location of cooling equipment. Indicate type and size. (central-air unit, swamp, etc)
- ❑ Show location of heat ducts & return air ducts. Indicate size and type of terminations and diffusers
- ❑ Provide interior gas piping plan. Indicate type of fuel, line pressure, length of pipe, regulator location and type, and BTU ratings of each appliance served.

**For all new commercial and industrial projects:**

- ❑ Provide soils report
- ❑ Provide COM Check and energy code analysis
- ❑ Provide complete engineering for electrical, plumbing, and mechanical plans
- ❑ Provide project specifications manual