

NEW RESIDENTIAL APPLICATION CHECK LIST:

This list provides submittal requirements for new residential buildings. Please note, additional details and information may be required depending upon the nature of the project.

- ✓ Completed permit application form.
- ✓ A Site Development Plan approval letter with approved plans stamped.
- ✓ A plot plan, which **must** provide the following information:
 - Property Address
 - North arrow and scale
 - Lot dimensions
 - All projections such as stairs, balconies, decks, cantilevers
 - Legal description of property – subdivision name if applicable
 - Distance in feet from proposed structure to property lines (not to street edge, or back of sidewalk, etc.).
 - Include: North – South – East – West
 - Distance in feet from proposed structure to existing structures.
 - What surrounds this property?
 - Include: Street Names – Ditches – Lakes – Railroad Tracks – Property
- ✓ Architectural/Floor Plans
- ✓ Engineered Foundation Plans stamped by a Colorado licensed engineer.
- ✓ Electrical Plans – showing panel locations, receptacles, 50% efficiency lighting plan, etc. (This information may be on the floor plan.)
- ✓ Mechanical Plans – show location of all mechanical equipment, duct sizes and locations and duct termination sizes and locations. (This information may be on the floor plan.)
- ✓ Fire Protection Plans – stamped for all buildings except detached single family homes.
- ✓ Manual J and Manual D compliance calculations
- ✓
- ✓ 2018 IECC Energy Code Compliance in one of the following forms:
 - Completed ResCheck specific to the home proposed
 - Energy Compliance Report from an energy rating company.
 - Any plans that propose to prescriptively meet the IECC must submit sufficient documentation in their construction drawings to show complete compliance with the IECC prescriptive method.