



PLAN SUBMISSION REQUIREMENTS SINGLE FAMILY RESIDENTIAL

1. Pay \$300.00 deposit fee. This will be applied to the total permit amount.
2. Complete permit application form. Be sure to include:
 - a. Owner, address, and telephone number
 - b. Building address, subdivision, and lot number
 - c. All applicable contractor's information
3. Complete Permit Packet (located on Bluffdale.com or can be picked up at City Hall)
4. Submit **PDF** of stamped and signed engineering calculations.
5. Submit **PDF** completed and signed RES-check form with 5% better than pass
6. Submit **PDF** of Manual J heat loss and Manual D duct sizing calculations signed and dated by the designer. Include a duct layout schematic showing lengths of ducts, fitting details, and ducting materials. Provide details which include furnace size, filter type, expansion coil specifications, and any other pertinent information.
7. Submit **PDF** of Site Plan with the following information included:
 - a. Elevations at house and lot corners
 - b. Setbacks from property lines and easements
 - c. Dimensions of curb, park strip, and sidewalk
 - d. Topography (2' intervals)
 - e. Original and final grades.
 - f. Details of drainage plan
 - g. Driveway slope
8. Submit **PDF** of geotechnical reports.
9. Consecutively number all sheets of the plans.
10. Submit **PDF** of plans which include:
 - a. Foundation plans showing footing and hold down locations
 - b. Floor plans showing shear wall lengths, strap locations, and general floor plan information
 - c. Framing plans showing truss/joist layout, the supporting beam, and column types and locations
 - d. Structural details and schedules
 - e. Elevations showing each side of the structure
 - f. Cross Sections
 - g. Electrical plans