

CITY OF McMinnville

BUILDING DIVISION

231 NE 5th Street, McMinnville, OR 97128
Office: 503) 434-7314 FAX: 503) 474-4955

RESIDENTIAL PLAN CHECKLIST

PROJECT ADDRESS: _____

APPLICANT: _____

THE FOLLOWING INFORMATION IS REQUIRED BEFORE APPLICATION CAN BE ACCEPTED FOR RESIDENTIAL CONSTRUCTION:

New Sidewalk and Driveway Standards may apply to all new construction and remodels in order to meet current ADA Standards as shown in the PROWAG Design Guidelines (Sept. 2012). An evaluation of the existing sanitary sewer system (onsite) for defects as part of the City's I&I Program may also be required.

Miscellaneous Information (please check appropriate category):

- Electric Cadet Heaters?
 Forced Air Furnace? Electric Gas
 Air Conditioning? Yes No
 Heat Pump or Heat Pump Ready? Yes No
 Fireplace? Yes No

4 plot (site) plans - 8 1/2" x 11".

Indicate scale, actual setback of buildings from ALL property lines, topographical elevations (including all corners). If lot is flat, please indicate. Also indicate easements or street widths adjacent to property lines, complete address or street, north direction arrow, and lot dimensions. *Location and extent of fill on lot must also be noted.*

2 complete sets of construction plans with the following information. Please do not make changes to the plans in red. (All plans must be at 1/4" scale.)

Section R106.1.1 Information on construction documents requires all braced wall lines must be identified on construction documents, and all pertinent information including, but not limited to, bracing methods, location and length of braced wall panels, foundation requirements of braced wall panels at top and bottom must be provided. See Section 602 for requirements.

Residential Wall Bracing Guide (**unless an engineer approved lateral bracing plan is submitted**).

Ceiling/roof framing plan or truss layout with reactions (point loads) from truss manufacturer. Must be same scale as floor framing. (**Stick frame roof detail must be 1/4" scale. Truss manufacturer's layout may be at 1/8" scale.**) It is imperative that 2 SETS of truss layouts indicating point loads are submitted.

- _____ Any beam over ten feet in length and/or having a point load is required to have calculations for review. Submit **2 SETS**. (Not required to be stamped by an engineer.)

- _____ Building elevations.

- _____ Identify Radon Depressurization System
 - _____ Passive Crawlspace System
 - _____ Active Crawlspace System
 - _____ Passive Slab Floor System

- _____ Foundation plan including footing size, wall height, and cross section. Provide design calculations for basement walls that exceed Table 404.1.2(1). Show what type of holddowns are used and their location.

- _____ Floor plan with room use identified.

- _____ Floor framing plan for each floor (post and beam, joist with size and spacing, TJI joist layout from designer).

- _____ Window and door/header sizes.

- _____ Complete building sections - special sections. Show floor, wall, and ceiling height, insulation R-value of floors, walls, and ceilings. Show sections through stairs-headroom.

- _____ Framing and attachment for exterior porches and decks, including support footings.

- _____ Location of special equipment (fireplace, woodstove, etc.)

- _____ Location of smoke detectors and carbon monoxide detectors.

- _____ Handrail/guardrail details for stairs/landings/decks.

- _____ Identify location of air conditioner or heat pump if applicable.

- _____ Complete the Residential Energy Form.

IF PLANS ARE NOT COMPLETE, YOU WILL HAVE 10 BUSINESS DAYS TO SUBMIT ALL THE NECESSARY INFORMATION. YOUR REVIEW DEADLINES WILL NOT BE ESTABLISHED UNTIL ALL THE NECESSARY INFORMATION IS RECEIVED.

Applicant's Signature: _____ Date: _____