



### **NEW RESIDENTIAL APPLICATION CHECK LIST:**

This list provides submittal requirements for SAFEbuilt Colorado.

Towns may require additional submittal information. Check with your local jurisdiction for specific submittal requirements.

Completed application form.

Submit **two (2) sets** of documents to the Town for review and approval:

Plot plans must be to scale (1"=20') or greater and be on a letter, legal, or tabloid sheet of paper unless otherwise authorized by the Town. Plot plans must meet all requirements as per the Town's Land Use Code section 16.4.9.

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

Submit **two (2) sets** of the following (all plans must be folded):

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

(Only if sprinkler system is part of the design.)

Submit **two (2) copies** of a Manual J and Manual D compliance calculations

Submit **two (2) copies** of 2009 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.

**Note:** If necessary, the applicant will be contacted by SAFEbuilt Colorado for any additional information that may be needed to complete the plan review.

When the permit is issued, applicant will be given an approved set of plans that must remain on the job site throughout the construction process, including final inspections.