



5400 West Civic Center Drive - Suite 1
Highland, UT 84003
Phone 772-4516 Fax 756-6903
Community Development Department

Residential Home Building Permit Checklist

All plans shall include the following:

- One (1) complete set of working drawings. **(36" x 24" only) To Scale.**
- One (1) set of engineering.
- One (2) scaled site/plot plans on 8.5"x11" paper. Square footage of permeable and non-permeable surfaces and lot square footage, as well as any easements including the Public Utilities Easement (10')
- Building Permit Application: Owner's name, subdivision name, plat, lot number, and street name(s) that front on any side of the property.
- Accurate setbacks on each side of the building from the nearest property line measured from support posts, cantilevers, bay or box windows or any hard wall line from property line.
- Elevations to scale with dimensions shown from grade to the highest peak of the roof. Height may not exceed 35 feet – measured to the highest peak from grade to the elevation on the high side of the lot.
- Architectural review committee approval signature/ architectural committee release form.
- Plan with engineer requirements must be wet stamped, and one (1) set of Structural Calculations and Res check.
- Footing and foundation detail showing steel requirements.
- Shear wall definitions, locations and connections with hold down definitions and locations.
- Roof design engineering and layout showing location of point loads and connection requirements.
- Post and beam sizes and locations.
- \$500.00 Plan Check fee due at submittal.

Regulations:

- Reversed Plans' will not be accepted.
- The grade of the building (finished grade at the highest point touching the foundation may not exceed 12% slope from the top back of curb; exposed foundation may not be taller than 24 inches- see attached handout with this application)
- Elevations must show the actual grade of the lot where the home is being built.
- Environmental fence installed on property lines contiguous with open space, park or trail.
- Storm water pollution prevention plan. (SWPPP) stormwater@highlandcity.org See details on website.

Date _____

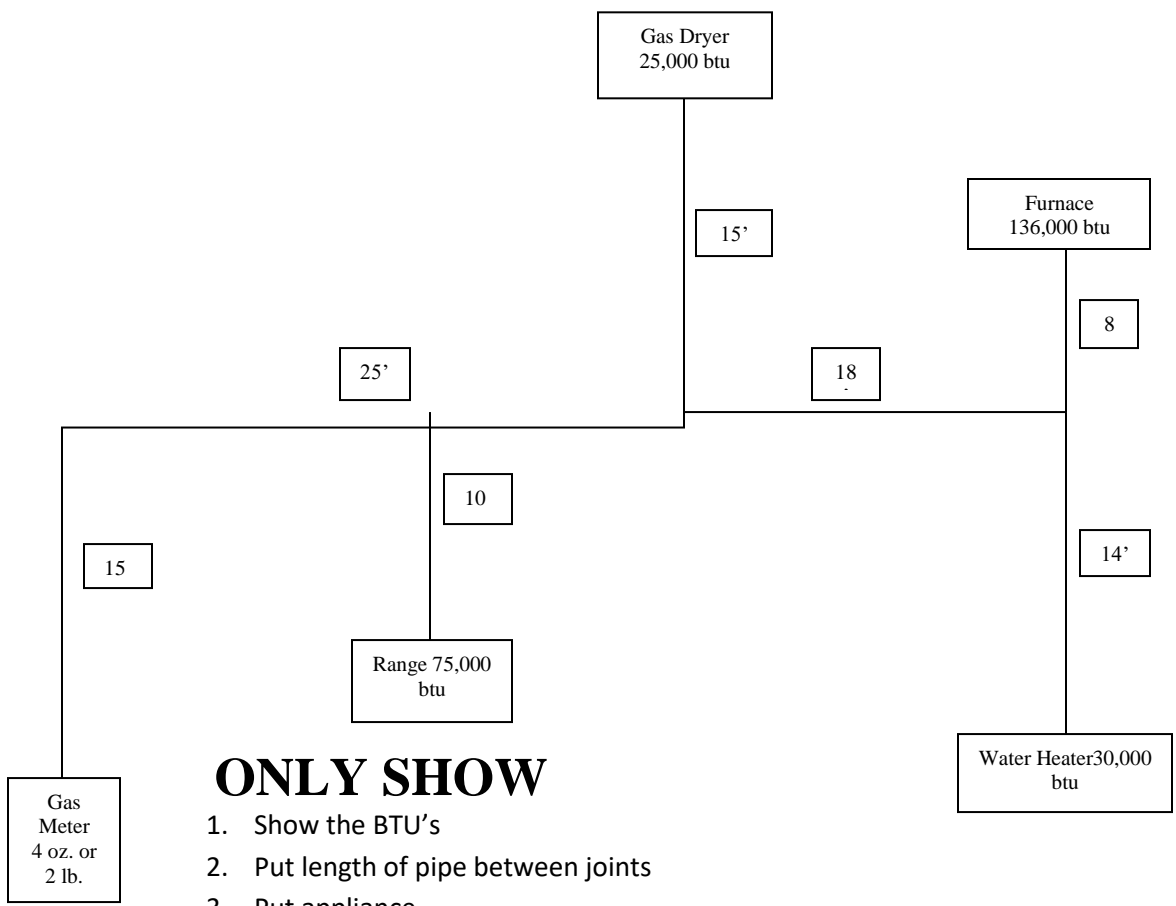
Signed _____



HIGHLAND CITY

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- One (1) set HVAC plan to include all applicable:
 - a. Location of HVAC equipment.
 - b. Gas piping diagrams showing BTU's for each appliance; and footage.
 - c. Provide heat loss calculations demonstrating compliance with the IRC which states "Heating and cooling equipment shall be sized based on building loads calculated in accordance with ACCA Manuel J, D, and S.



Date _____

Signed _____