

TOWN OF IGNACIO

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2017 Residential Building Permit Submittal Requirements

Single Family Residential Homes, Multi-Family Residential Homes up to 4 units, Remodels & Additions

Required Documents for Submittal

Completed & Signed Building Permit Application with Project Name and Project Address.

2 bound sets of black or blue line Construction Documents.

Construction Documents shall include the following:

Cover Sheet

Sheet index, code edition, project title, plan preparer, project owner, address of project site, legal description of the property, building square footage, building height (stories)

Site Plan

Property Boundaries (metes and bounds), required setbacks, new structure(s) and driveway, new or existing out buildings, landscaping, existing and proposed utilities.

Floor Plan(s)

All exterior and interior walls and partitions, kitchen and plumbing fixtures, furnace or boiler location, doors, windows, dimensions, finishes, etc.

Exterior Elevations

All exterior elevations of the building or structure, exterior finish notes, roof slopes, etc.

Building Sections

Longitudinal and latitudinal building sections depicting exterior building envelope, finish floor, window and door header heights, detail references, etc.

Building Details

Details as necessary

Structural drawings

Foundation plan(s), floor framing plan(s), roof framing plan(s), details, etc.

Electrical Plan(s)

Receptacle locations, lights, light switches & circuits.

Energy Calculations

Provide calculations showing compliance with the International Energy Code for residential structures.

Demolition Plan(s) may be required for remodeling projects.

The items listed above are basic submittal requirements for all residential projects proposed for construction within the Ignacio Town limits. Multi-family projects containing more than four dwelling units shall conform to Commercial Permit Submittal Requirements. Depending on the complexity and/or type of project being presented, the town may waive certain submittal requirements, or may require additional documents be submitted. It is recommended that the applicant meet with Planning and Building staff prior to, or during the conceptual phase of the proposed project, in order to discuss specific submittal requirements that may apply.