



**Building Department**  
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## **RESIDENTIAL ADDITION PERMIT DOCUMENT SUBMITTAL CHECKLIST**

***\*ALL ITEMS ARE REQUIRED AT SUBMITTAL TO BEGIN THE PLAN REVIEW PROCESS***

***PLEASE INITIAL THAT YOU HAVE SUBMITTED THESE ITEMS***

\_\_\_\_\_ COMPLETED PERMIT APPLICATION- **MUST INCLUDE LOT; SUBDIVISION, PHASE & SERIAL**

\_\_\_\_\_ **NUMBER** PLANS- ( MUST BE STAMPED)

\_\_\_\_\_ SITE PLAN WITH SETBACKS

\_\_\_\_\_ STRUCTURAL CALCULATIONS- **MUST** BE A STAMPED

\_\_\_\_\_ SET HEAT LOSS CALCULATIONS- **\*DESIGN STANDARD – WINTER 0\* & SUMMER 98\***

\_\_\_\_\_ RESCHECK REPORTS

\_\_\_\_\_ GAS LINE TO APPLIANCE SCHEMATIC- (**INCLUDE MEASUREMENTS**)

\_\_\_\_\_ SEPTIC CERTIFICATE, (IF APPLICABLE), MUST HAVE THE APPROVAL CERTIFICATE-

DESIGNED, INSPECTED, & APPROVED THROUGH THE UTAH CO. HEALTH DEPT

\_\_\_\_\_ LETTER OF APPROVAL DESIGN REVIEW COMMITTEE (IF APPLICABLE)

\_\_\_\_\_ OWNER/ BUILDER CERTIFICATION FORM (IF APPLICABLE)

\* SOILS OBSERVATION REPORT REQUIRED TO BE submitted, **AT THE FOOTING INSPECTION.**

\* A COMPLETE SET OF STAMPED TRUSS SPECIFICATIONS OR A STAMPED LETTER FROM THE ENGINEER FOR YOUR PLANS STATING THE TRUSS PACKAGE SHOWN ON YOUR PLAN IS ADEQUATE FOR THE STRUCTURE MUST BE SUBMITTED BY 4WAY.