

PALMETTO PLAN CHECK SUBMITTAL

1. **Please provide a complete submittal as follows:**
 - Three (3) sets of plans (signed and stamped if drawn by a professional).
 - Two (2) sets of structural calculations (if required for the design).
 - Two (2) sets of Georgia Energy Calculations (as required by design per Res. Check or Comm. Check).
 - Two (2) sets of soils reports if required.
 - Two (2) sets of truss and/or post tension plans and calculations (if applicable).
 - A completed building permit application.

2. **A set of plans shall be drawn to 1/4 inch scale and include the following:**

- Plot plan,** plot plans shall include a north arrow, property line distances, building footprints, and setbacks to property lines. Label all streets, right-of-ways and easements. Show the APN on the plot plan and the owners name address and telephone number. Indicate the square footage of the of all structures and the square footage of the proposed addition. Show location of utilities ie: electrical, plumbing, and gas service.
 All surface waters: Flood plain note and Flood Plain Insurance Rate Map (F.I.R.M.) panel number and effective date; flood hazard soils area (adjust flood hazard soils to county topography or field surveyed low points as appropriate); reserved open spaces; the location, dimensions and arrangements of all watershed, riparian, other buffers and setbacks.
- Foundation plan,** show footings sizes, reinforcing steel and its location, and depth of footing.
- Floor plan,** show location of all walls both existing and new, label all rooms as to their use.
- Framing plan,** show sizes of all framing lumber, call out all hardware and detail all connections, show size and location of all sheer panels, show size and direction of ceiling joist, floor joist, and roof rafters.
- Utility Plan,** show the size and location of the electrical meter, show the location of all plugs and switches, show smoke detectors and carbon monoxide detectors, show the location of all light fixtures and recessed lighting, show any plumbing or HVAC work to be done. provide explanatory notes as required.

3. **Please provide a note on the plans:**

"All work shall conform to the International Building Code, International Residential Code, International Plumbing, International Mechanical Code, National Electrical Code, and the Georgia Energy Code as currently adopted by DCA for the State of Georgia".

4. **Design Criteria:** Shall be in compliance with Chapter 3 of International Residential Code for all design criteria based on location within the state.

If you have any questions please contact the Department of Community Development at 770-463-3377.

* **Note:** Planning Department approval is required PRIOR to Building Department plan check submittal.
 For requirements please contact the Planning Department



PLAN CHECK SUBMITTALS			
HELP FOR THE HOMEOWNER			
PALMETTO BUILDING AND SAFETY			
	<i>William Duck, CBO</i>	10/5/12	
	<small>Building Official:</small>	<small>Date</small>	
DATE: 9/5/11	SHEET 1 OF 1	B-256	