



HEBER CITY RESIDENTIAL PLAN SUBMITTAL REQUIREMENTS

Rev. 2014

Electronic plan reviews

In order to expedite your plan review, please check your plans, support documents (such as engineering calculations or energy code analysis etc...) and application to be sure the following information has been included. When all has been verified submit the complete application and a CD with the plans and support documents as pdf files to the Building Department for review. Engineers and Architects must seal, sign and date their work. Digital productions of these are accepted by the Building Department.

A soils report may be required for some areas of the City that have problem soils.

APPLICATION

- All boxes and areas of the shaded half of the application need to be filled out. Yet to be determined sub-contractor information left blank will result in corrections on the plan review.
- Actual address of the new building.
- Contact email address (electronic reviews are sent to this contact.)
- Application needs to be signed by general contractor or owners' agent.

SITE PLANS

- All building setbacks measured from the closest building points to the property lines at right angle to each property line.

BUILDING PLANS

- Plans must be drawn and labeled to meet the current code (2012 IRC)
- Fully dimensioned floor plans indicating specific uses of all spaces and areas.
- Building elevations
- Door and hardware schedules
- Window schedules
- Stair details for all interior and exterior stairs
- Handrail and guard details
- Wall sections completely labeled and detailed
- Roofing and roof drainage plans

- Structural drawings including
 - Footing and foundation plans
 - Wall construction
 - Floor framing plans
 - Roof framing plans
 - Details including how diaphragm connections transfer shear loads

ELECTRICAL PLANS

- Lighting and power plans including smoke and carbon monoxide alarms
- Location of all electrical panels

MECHANICAL PLANS

- Plumbing fixture locations and schedules
- Mechanical plans showing locations of heating and cooling units and associated supply and return air lines.

STRUCTURAL CALCULATIONS

- Engineer's seal, signature, and date for all designs
- Correct design criteria
 - Wind 115 mph with exposure C (exposure B with Building Official approval)
 - Seismic site class to be determined as per soils engineers report
 - Snow load based on site specific elevation and use of the Utah State formula for roof snow load calculation
 - Correct longitude and latitude for seismic response values
- Soils report If required by Building Official
- Complete lateral analysis

BUILDING ENERGY ANALYSIS

- Energy analysis indicating compliance with the current adopted International energy conservation code (IECC)

PLAN REVIEW PROCESS

- Plans are reviewed on a first come first served basis regardless of complexity.
- Review comments will be sent electronically and corrections will be received electronically.
- Once the review is complete and the plans and documents are ready for permit issuance the approved files will be sent electronically and the applicant will need to print ONE set

of all approved documents. This set will need to be presented to the Treasurers' office for the permit. (It will become the field set.)

- The process can take **weeks** to complete based on work load at the time of being submitted.

PAYMENTS

Multiple Checks will be needed to pay for the permit. Those Checks are listed below. Note: These fees change without notice and may be slightly different. As of 8-2014 these were correct.

Check # 1 – Heber City – This check is for all city impact fees and Building Permit fees. This Check is paid in the Treasurer's Office.

Check # 2 – Heber Valley Special Service District (HVSSD)-. \$3290.00. This Check is paid in the Treasurer's Office.

Check # 3 – Wasatch County Special Service District – \$394.31 - This Check is for Fire and Garbage Impact Fees.

Check # 4 – Heber Light & Power – This Check is for Impact Fee's and these fees vary depending on the amperage of the home. Please contact Heber Light & Power at 435-654-1581 for more information.

Homes located in **Red Ledges** will need to contact Twin Creek Special Service District at 435-657-3244 for Water and Sewer Impact fees.