SUBMITTAL REQUIREMENTS FOR ISSUED MASTER PLANS

Site/subdivision submittal requirements for construction permits
- Two (2) sets of the approved floor plan on a minimum of 11” x 17” paper along with a plot plan. A separate grading permit may be required – see Ordinance 2014-9.
- All subdivision submittals shall clearly indicate the model identification number that was assigned during the initial submittal. This shall be reflected on all submittal documents where required.
- All construction submittals shall clearly list **ALL** options to be used. Option cover sheet will be provided.
- Provide a square footage summary of each area (livable, garage, carport, etc.) of model and options proposed for construction.

General Area Submittal Requirements for Construction Permits
- Two (2) sets of approved floor plans on a minimum 11” x 17” size paper along with a plot plan.
- Two (2) sets of a site plan drawn to scale on a minimum 18”x24” paper and a maximum of 30” x 42” paper.

Site Plan Requirements
- Include locations for all new structures and any existing structures on the site.
- Setbacks to all structures and lot lines are marked and labeled.
- All utility lines are marked and labeled.
- Contour lines at two (2) foot increments with existing and proposed grade indicated.
- Cut and fill amounts indicated on the plans. (Separate Grading permits are required if over 50 cubic yards of cut and fill are indicated.)
- Indicate finished pad elevations, finished floor elevations and drainage flow directions.

Additional information may be required by the Building Official.