

APPROVED CHECKLIST FOR COMPLIANCE
WITH OAR 918-090-0320

JURISDICTION: Lincoln County
 APPLICANT: _____

ONE & TWO FAMILY DWELLING
 BUILDING PERMIT APPLICATION CHECKLIST

Associated Permits ___ Elec ___ Plmb ___ Mech ___ Other ___

The following items are required for plan review and shall be used by the jurisdiction to determine a complete set of plans and compliance with OAR 918-020-0090(3)(a)(c) and (4).

		Yes	No	N/A
1	Complete Sets of Legible Plans Drawn to Scale. Showing conformance to the applicable local and state building codes. Lateral design details and connection must be incorporated into the plans on a separate fill size sheet attached to the plans with cross-references between plan location and details. Plan review cannot be completed if copyright violations are evident.			
2	Site/Plot Plan Drawn to Scale. The plan must show: lot and building setback dimensions; property corner elevations (if there is more than 4ft. elevation differential, the site plan must show contour lines at 2ft. intervals for a distance away from the building necessary to show compliance with OTFDC Sec. 401); location of easements and driveway, footprint of structure (including decks), location of wells/septic systems, utility locations, and known fill sites or landslide hazard areas, direction indicator, lot area, impervious area, existing structures on site and surface drainage.			
3	Foundation Plan and Cross Section. Showing footing and foundation dimensions, anchor bolts, any hold-downs and reinforcing steel, connection details, foundation vent size and location and soil type.			
4	Floor Plans. Show all dimensions, room identification, door and window sizes and locations, location of smoke detectors, water heater, HVAC equipment, ventilation fans, plumbing fixtures, balconies and decks 30 inches above the grade, etc.			
5	Cross-Section(s) and Details. Showing all framing member sizes and spacing such as floor beams, headers, joists, sub-floor, wall construction, roof construction. More than one cross section may be required to clearly portray construction. Show details of all wall and roof sheathing, roofing, roof slope, ceiling height, siding material, footings and foundation, stairs, fireplace construction, thermal insulation, etc.			
6	Elevation Views. Provide elevations for new construction; minimum of two elevations for additions and remodels. Exterior elevations must reflect the actual grade if the change on grade is greater than 4ft. at building envelope. Full size sheet addendum showing foundation elevations with cross-references are acceptable.			
7	Wall Bracing (prescriptive path) and/or Lateral Analysis Plans. Building plans must show construction details and locations of lateral brace panels; for non-prescriptive path analysis provide specifications and calculations to engineering standards.			
8	Floor/Roof Framing Plans. Showing all floor/roofs assemblies indicating member sizing, spacing and bearing locations, nailing and connection details. Show location of attic ventilation.			
9	Basement and Retaining Wall Cross-Sections and Details. Must show placement of reinforcing steel, drains and waterproofing. Engineered plans are required for retaining wall exceeding 4ft in height and basement walls not complying with the prescriptive code requirements. For engineered systems, see item 13, for "Engineer's Calculations".			
10	Beam Calculations. Placement of reinforcing steel, drains and waterproofing shall be provided. Engineered plans are required for retaining wall exceeding 4ft in height and basement walls not complying with the prescriptive code requirements. For engineered systems, see item 13, for "Engineer's Calculations".			
11	Manufactured Floor/Roof Truss Design Details.			
12	Energy Code compliance. Identify the prescriptive path or provide calculations.			
13	Engineer's Calculations. When required or provided, (i.e. shear wall, roof truss, retaining walls exceeding 4ft.) shall be stamped by an engineer or architect licensed in Oregon and shall be shown to be applicable to the project under review by cross-reference to the applicable plan location.			
Jurisdictional Specifics. (Local requirements for zoning and land use may be added to the checklist).				
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- ▶ Checklist must be completed before plan review start date. ◀
- ▶ Minor changes or notes on submitted plans may be in blue or black ink. ◀
- ▶ Red ink is reserved for department use only. ◀