

## REQUIRMENTS FOR COMMERCIAL/MULTI FAMILY PLAN IN APACHE COUNTY

COMPLIANCE WITH ALL THE APACHE COUNTY ADOPTED BUILDING CODES, ADDITIONS, ADDENDUMS, AND ZONING REGULATIONS IS MANDATORY FOR ALL CONSTRUCTION AND DEVELOPMENT WITHIN APACHE COUNTY WILL BE ENFORCED. BECOME AWARE OF THE REGULATIONS AND REQUIRMENTS BEFORE PROCEEDING WITH ANY PROJECT.

### APPLCATIONS WILL NOT BE ACCEPTED WITHOUT THE FOLLOWING:

**NOTE: If the property was acquired within one-hundred twenty (120) days prior to application for building permit, a copy of the recorded deed or sales transaction is required.**

1. Building permits shall be issued contingent upon the receipt of a permit from the County Health Department or letter from an applicable sanitary district. **EVERY RESIDENCE MUST BE CONNECTED TO A SANITARY DISTRICT OR HAVE AN APPROVED ON-SITE WASTEWATER DISPOSAL SYSTEM.**
2. Provide **TWO** complete sets of plans.
3. **SPECIFICATION LOCATION:** Parcel Number (000-00-000), Subdivision and lot number, or physical location. *Directions and map required.*
4. Approval shall normally be received within three (3) weeks or more after submission. Upon approval one set of plans will be returned and required to be kept on-site for inspections.
5. **Inspections are required for all phases of construction. No footing or foundation will be approved without clearly delineated, accurate property line and property yard setback.**
6. A notice of at least Two (2) working days prior to any requested inspection will be given to allow for sufficient scheduling. **PER SECTION 114 OF THE INTERNATIONAL BUILDING CODE, FAILURE TO REQUEST AND COMPLETE THE REQUIRED INSPECTIONS CAN RESULT IN ISSUANCE OF A "STOP WORK" ORDER OR REVOCATION OF BUILDING PERMIT.**

7. To request an inspection please call our office 928-337-7527

Provide the Following:

- A. Name in which the permit was issued
- B. Permit Number
- C. Location of Construction
- D. Type of inspection requesting
- E. Contact information

**REQUIRED INSPECTIONS:** Additional inspections may be required at the discretion of the Building Official.

- 1. Foundation
- 2. Footing
- 3. Stem Wall. BEFORE GROUTING
- 4. Floor Framing – Things we are looking for:
  - A. Proper spacing and anchor bolts and pressure treated wood
  - B. Proper anchoring of girders
  - C. Proper clearance of girders
  - D. Check stem wall and make sure it is properly sitting on footing
  - E. Proper blocking
  - F. Proper spans of girders and floor joist
  - G. Under floor vents
- 5. Framing, Electrical, and Plumbing Rough-in
- 6. Final Inspection. On approved completion a Certificate of Occupancy will be issued. **NO OCCUPANCY IS ALLOWED PRIOR TO APPROVED COMPLETION.**

ALL submittals shall be drawn in compliance with the 2015 International Residential Code as adopted by Apache County.

Two (2) sets of plans are required for submittal, prepared on a minimum of 18" x 24" paper and shall have a minimum scale of ¼" per foot. Plans found to not meet the exemption requirements of ARS 32-144 shall be designed and scaled by an Architect/Engineer licensed to practice in the State of Arizona. This shall include all plans, calculations, and drawings.

Upon review, by the plans examiner, additional plans, calculations or details may be required.

The minimum content requirements for plan submittals are as follows:

1. **Site Plan/Grading Plan:** Show ALL existing and proposed buildings and structures, streets, alleys, easements, lot dimensions, and dimensions from structure to property lines; dimensions of disabled parking spaces and isles, utility locations, water, gas, sewer and electrical yard piping. Plans should also include existing and proposed grades, building pad elevations, drainage, cut and fill amounts. Maximum slopes and cross slopes of accessible routes and disabled parking.
2. **Architectural Plans:** Shall include a floor plan for each story. Plans shall include architectural details for fire resistive construction and penetrations, exiting plan including all components of egress, window/door schedules, firewall locations and types, and proposed uses. A legend shall also be provided that has a breakdown of the square footage of the building allowable area calculations, occupancy, building type, and occupant load calculations along with required versus provided plumbing fixture calculations. Building evaluations shall be provided and show relation to existing and proposed grade.
3. **Structural Plans:** Shall include all structural components of the proposed work. This shall include, but not limited to, the following: foundation plan, floor framing plan, roof framing plan, designed with engineered trusses must have the truss plans and calculations included with initial plan submittal and shall be submitted with evidence that the structural engineer/architect of record for the building has revised and approved the truss package. Related structural calculations shall also be included with submittal.
4. **Electrical Plan:** Show a complete electrical layout including location of the electrical service and sub panels. Provide plans of any special system that are required. Include load calculations, panel schedules and a one-line diagram along with fault current calculations for service and distribution system.

5. **Mechanical Plan:** Provide a complete mechanical system layout. Also provide calculations and method of achieving ventilation requirements. Include details for mechanical installation for condensate drains, mounting, etc.
6. **Plumbing Plan:** Provide a complete plumbing layout for water, gas, and drainage systems. Include fixture count and pipe sizing for all proposed systems. Provide isometric for waste and vent, and gas systems.
7. **Floor Framing Plan:** Include a complete floor-framing layout with all floors joist sizes, beam sizes and their locations. Indicate under floor access location and size and required under floor ventilation. Indicate all hangers and ledger detail. Floor systems may require engineering. Provide grade and species of all wood.
8. **Map to Property:** Provide a detailed map showing driving directions on how to reach the property. Indicate highways, county roads or any other features that will indicate the **EXACT** location.

**NOTE:** Accessibility shall be addressed on the architectural plumbing, mechanical, electrical, and site plans as appropriate.