

REQUIRMENTS FOR ONE AND TWO – FAMILY DWELLINGS 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 11" x 17" paper and drawn to scale. ALL submittals shall show, in detail, the nature and extent of work prescribed.

Any dwellings which are designed to be constructed in a non-conventional manner beyond scope of the 2015 International Residential Code shall be prepared by a registrant (Architect or Engineer) licensed in the state of Arizona.

The minimum content requirements for plan submittals are as follows:

1. **Site/Plot Plan:** Show ALL existing and proposed buildings and structures, street fronts, alleys, easements, lot dimensions, utility locations, water, gas, sewer and electrical piping.
2. **Foundation Plan:** Provide a complete foundation layout fully dimensioned with cross-sectional details of the foundation.
3. **Floor Plan:** Provide a complete floor plan for every floor, including basement. This shall include, but not limited to, use of rooms, windows/door locations and sizes including safety glazing requirements, mechanical equipment locations, shear wall bracing locations and details, and any specifications for fire separations.
4. **Electrical Plan:** Show a complete electrical layout including electrical service and any sub panel locations. Indicate size of electrical service. If electrical service is over 400 amps, provide load calculations. Show locations of smoke detectors.
5. **Roof Framing Plan:** Engineered scaled truss design drawings must be submitted with the plans. Include all header sizes and their locations. Include a complete roof layout with proposed live and dead loads and any concentrated loads, such as HVAC equipment or any other imposed roof loads. Provide grade and species of all wood.
6. **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.
7. **Elevations:** Provide elevations of proposed building including all views. Include existing and finish grade lines on each elevation.
8. **Framing Plan:** Provide a complete cross-section typical of a building, showing proposed materials to be used and how load path connections are to be

achieved. Provide details for any framing connections that would not be typical of a cross-section. Provide header/trimmer schedule.

9. **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.