



Building Division

Email: permits@littletongov.org

PLAN SUBMITTAL REQUIREMENTS FOR RESIDENTIAL PLAN REVIEW

RESIDENTIAL NEW SINGLE FAMILY RESIDENTIAL NEW TOWNHOUSE RESIDENTIAL NEW TWO-FAMILY DWELLING RESIDENTIAL SINGLE FAMILY ADDITION

*****All documents are required to be submitted electronically*****

In order for your permit application to be reviewed and processed properly, the following construction information must be provided with the permit application. Plans stamped "preliminary" and/or "Not for Construction": and/or "Permit Set" are unacceptable.

The determination of valuation shall be made by the Building Official. The Building Valuation Data as published in the ICC Building Safety Journal may be utilized as recognized standard to establish valuation.

Note: Current applicable codes are required to be notated on plans.

Site Plan

- Provide site plan that shows dimensions reflecting the distances to property lines.
- Indicate all public or private easements.
- Show location of all proposed and existing structures with dimensions.
- Provide type of construction for all structures on site.
- Provide landscaping plan. Contact Planner on Call 303-795-8076.
- Provide bulk plane diagram. Contact Planner on Call for requirements 303-795-8076.

Structural Plans – Plans must be stamped and signed by a Licensed Colorado Structural Engineer

- Indicate size, location, and method of reinforcement for all proposed footings, column pads, piers, caissons, grade beams, and foundation walls. Specify location of reinforcing steel and anchor bolts.
- Provide complete and clearly dimensioned floor framing plan for each level and roofing framing plan which indicates the materials, types, sizes, and location of all structural elements.
- Provide complete structural design criteria including but not limited to required design loads, material specifications and structural construction requirements.
- Provide complete structural calculations for each structure.

Architectural Plans – Plans must be stamped and signed by a Licensed Colorado Architect

- Provide complete and dimensioned floor layout at each level which identifies the use of each room.
- Provide complete and dimensioned roof plan and indicate all roof slopes.
- Provide complete and dimensioned reflected ceiling plan.
- Provide exterior elevation for each side of building which contains clearly dimensioned overall building height and floor-to-floor heights and indicates location, size and types of all doors and glazed openings.
- Provide building and wall sections which clearly identify the required type and location of all materials for construction of beams, columns, floors, walls, ceilings, and roofs.
- Provide stair geometry. Include rise and run, handrail and guardrail heights.
- Provide one major section through the exterior wall from footings to the highest part of the roof (min. scale $\frac{1}{4}'' = 1'$).
- Provide square foot area breakdown per floor level.

Electrical Plans – not required to be stamped

- Provide electrical plans showing the location and capacity of the service equipment and electrical panels; the location of all smoke detectors, electrical receptacles, switches, and lighting fixtures.

Mechanical Plans – not required to be stamped

- Provide mechanical plans and indicate location of all heating, ventilating and air conditioning equipment
- Provide Manual J and Manual D calculations - must be legible.

Plumbing Plans – not required to be stamped

- Provide plumbing plans and indicate location of all plumbing fixtures and appliances. (Isometric may be required per the discretion of the plan examiner).
- Provide supply line size and main discharge size. Note water supply inlet location.
- Indicate whether appliances are gas-operated, electric, or otherwise. List types of material to be used for all water supply, drainage, and vent piping.
- Gas load calculations and piping diagram is required for gas appliances and must be legible.

Energy Conservation Plans

- Provide verification that the project meets the requirements of the IECC or provide a simulated energy performance analysis such as REScheck.
- If prescriptive method is to be used, indicate on plans and request and obtain from the City of Littleton, Building Inspection Division an inspection for all aspects of prescriptive energy compliance.

Public Works

- **Grading Permit (separate permit) is required at the time of building submittal.** All erosion sediment control devices must be installed before grading permit issuance. **Contact Engineering Department: 303-795-3865; Public Works: 303-795-3863**
- Denver Water Fees Application required?
- New Sewer Tap; Size; Existing Sewer Tap?
- If new sewer tap is required, use the property address to identify the Sanitation District. The Sanitation District is paid first, then City of Littleton. Use this link to verify Sanitation District: <https://www.littleton.gov/buildingdevelopment/planning-services/zoning-map>.
- Is any portion of the property in a floodplain? Floodplain delineations can be found by contacting Public Works or at: <https://udfcd.org/mapping>.