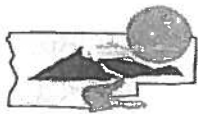


Residential Building Permit Application Checklist



Jefferson County Community Development
85 SE D St., Madras, OR 97741
Phone: 541-475-4462 Fax: 541-325-5004
Website: www.co.jefferson.or.us

For Office Use Only

Permit #:

THE FOLLOWING ARE REQUIRED FOR PLAN REVIEW

	YES	NO	N/A
1. Land use actions completed. See jurisdiction criteria for concurrent reviews.			
2. HOA. Are you a member of a homeowners association?			
Have you been in contact with them? If not, what is the reason you have not done so? _____			
3. Septic permit or authorization.			
4. Site/plot drawn to scale (no larger than 11" x 17"). See plot plan requirements for details.			
5. Complete sets of legible plans. Must be drawn to scale, showing conformance to applicable local and state building codes. Lateral design details and connections must be incorporated into the plans or on a separate full-size sheet attached to the plans with cross references between plan location and details. Plan review cannot be completed if copyright violations exist.			
6. Foundation Plan. Show dimensions, anchor bolts, any hold-downs and reinforcing pads, connection details, vent size and location.			
7. Floor plans. Show dimensions, room identification, window size, location of smoke detectors, water heater, furnace, ventilation fans, plumbing fixtures, balconies and decks 30" above grade, etc.			
8. Cross section(s) and details. Show 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.			
9. 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 in grade is greater than four foot at building envelope. Full-size sheet addendums showing foundation elevations with cross references are acceptable.			
10. Wall bracing (prescriptive path) and/or lateral analysis plans. Must indicate details and locations; for non-prescriptive path analysis provide specifications and calculations to engineering standards.			
11. Floor/roof framing. Provide plans for all floors/roof assemblies, indicating member sizing, spacing, and bearing locations. Show attic ventilation.			
12. Basement and retaining walls. Provide cross sections and details showing placement of rebar. For engineered systems, see item 17 "Engineering Calcs"			
13. Beam calculations. Provide two sets of calculations using current code design values for all beams and multiple joists over 10 feet long and/or any beam/joist carrying a non-uniform load.			
14. Manufactured floor/roof truss design details.			
15. Energy code compliance. Identify the prescriptive path or provide calculations. Window and ext. door placement and design, insulation in floors, walls, and ceiling, etc.			
16. Engineer's calculations. When required or provided, (i.e., shear wall, roof truss) shall be stamped by an engineer or architect licensed in Oregon and shall be shown to be applicable to the project under review.			
JURISDICTIONAL SPECIFICS			
17.			
18.			
19.			

Signature: _____

Date: _____

*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.*