List of Requirements for Plan Documents

2 Complete Sets of Legible Plans.

Must be drawn to scale, showing conformance to the 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 are evident.

Site/Plot Plan

The plan must show: lot and building setback dimensions; property corner elevations (if there is more than 4' elevation differential, the site plan must show contour lines at 2' 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, any known fill sites or landslide hazard areas, North direction indicator, lot area, impervious area, existing structures on site, and surface drainage.

Foundation Plan and Cross Section.

Show footing and foundation dimensions, anchor bolts, any hold-downs and reinforcing steel, construction details, foundation vent size and location, soil type, and ground-floor elevation. Also show location of each storm drain, sanitary sewer, and water service connection.

Floor Plans.

Show for each floor, including basements, all dimensions, room identification, door and window sizes and locations, stairs, location of smoke detectors, water heater, HVAC equipment, ventilation fans, plumbing fixtures, balconies and decks 30" above grade, etc.

Cross Section(s) and Details.

Show all framing member sizes and spacing such as floor beams, headers, joists, sub-floor, wall construction, and 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 foundations, stairs, insulation, fireplace construction, thermal insulation, etc.

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 4' at building envelope. Full size sheet addendums showing foundation elevations with cross-references are acceptable.

Wall Bracing (Prescriptive Path) and/or Lateral Analysis Plans.

Building plans must show construction details and locations of exterior and interior lateral brace panels; for non-prescriptive path analysis provide specifications and calculations to engineering standards.

Floor/Roof Framing Plans.

Required for all floor/roof assemblies indicating member sizing, spacing, bearing locations, nailing and connection details. Also show purlin/strut locations. In addition, show location of attic ventilation.

Beam Calculations.

Provide two sets of calculations using current code design values for all beams and multiple joists exceeding prescriptive code requirements, and/or any beam/joist carrying a non-uniform load.

Roof Truss and Manufactured Floor Member Details.

Show, if applicable, manufactured truss and floor joist layout. Truss calculations must be turned in before building permits are issued.

Electrical Plans.

Required when house is over 10,000 sq. ft. and/or panel is more than 400 Amps. This consists of load calculations and line drawing of service.

Paved Driveway, Sidewalk, and Culvert.

If applicable, include location, width, and other specifications as required. Collector or arterial street access requires a turn-around driveway

Flood-Plain Information.

Buildings shall not be constructed within the floodway of 100-year flood zones. Structures may be constructed within the 100-year flood plain if the finished floor and all electrical and mechanical systems are not less than one (1) foot above the base flood elevation. For flood plain map information, please check with the Planning Department.

Energy Code Compliance.

Identify the prescriptive path or provide calculations.

Engineer's Calculations.

When required or provided, (i.e., foundation, sheer wall, roof truss, retaining walls exceeding 4', etc.) shall be stamped by and 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.