



## HIGHLAND CITY

### Building Department

5400 West Civic Center Drive ~ Suite 1

Highland, UT 84003

Phone 801-772-4516

## **PLAN SUBMITTAL REQUIREMENTS FOR REMODELS OR ADDITIONS**

- Fill out online application [https://highland.mycityinspector.com/register?registration\\_id=159b9391628a1f](https://highland.mycityinspector.com/register?registration_id=159b9391628a1f)
- Fee: A non-refundable plan review fee of \$45.00 due at submittal.
- Plans that have been prepared by an architect or engineer must be stamped and signed by the architect and/or engineer.
- Indicate on the architectural plans that the project is designed to meet the 2015 IRC as amended by the State of Utah.
- A note stating the actual construction will comply with applicable local ordinances and building codes.
- Floor plan that shows the existing floor plan and the proposed floor plan.
- Electrical plan including but not limited to the location of all receptacles, lighting/switch locations, carbon monoxide and smoke detector locations, and the location of all electrical sub-panels.
- An estimated permit value. Permit valuations shall include total value of work, including materials and labor for which the permit is being issued.
- For additions, a site plan showing all existing and proposed structures on the property and the setback distances between structures and from the property lines.
- For additions, a REScheck or a complete outline of how the prescriptive code requirements will be met.
- For additions, provide Manual J/S/D calculations and duct design.
- Architectural Committee Release letter.

\* Drawings that do not have all the above information may not be allowed to be submitted for plan review. \*