



CITY OF HAILEY

Community Development Department

Residential Plan Submittal Checklist

REQUIREMENTS FOR ALL CONSTRUCTION :			
Yes	No	NA	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit one (1) complete set of stamped electronic drawings either on a disk, via email, or some other electronic transfer.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A five hundred dollar (\$500.00) deposit will be paid at the time of permit application submittal if the estimated amount of <u>construction exceeds \$60,000</u> . This will be credited to the total amount of the permit fee upon permit issuance.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Complete the <u>Construction Recycling Plan</u> .
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Complete the <u>Flood Hazard Development Application</u> if the project is within the <u>floodplain</u> .
NEW CONSTRUCTION ONLY:			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If the project is new construction on a vacant lot, submit <u>Water & Sewer, Irrigation</u> and <u>Encroachment Permit</u> Applications. There will be a fifty-dollar (\$50.00) charge for the Residential Encroachment fee at the time of the building permit application submittal. If drywells are to be installed, submit Shallow Injection Well Inventory application and payment of \$75 for each.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A copy of the recorded subdivision plat.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide design case ERI with rating equal or less than 61 OR show prescriptive energy requirements from 2018 IECC and BBP on plans. RESCheck or Simulated Performance Alternative per IECC section R405 may be used as an alternative route.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Signed Energy Compliance Form with chosen route of compliance.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Manuals J, S & D –Heating & Cooling Load Calculations.
NEW CONSTRUCTION AND ADDITIONS :			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>New Construction & Additions > 500 sq. ft. of conditions space:</u> Provide compliance with the 2018 Energy Code.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>New Construction & ALL Additions:</u> Include at least one (1) detail indicating record grade, finished grade, and building height, measured from record grade.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>New Construction & ALL Additions:</u> Provide detail showing a final grading, declining a minimum of 6” within the first ten feet (10’) of the foundation wall, five percent (5%) slope.
OTHER ADDITIONS AND ALTERATIONS:			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>Additions > 500 sq. ft. of conditions space:</u> Submit a RESNET energy analysis (audit) of the existing structure, done by a Certified HERS Rater.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Manuals J, S & D may be required.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>Alterations and ALL Additions:</u> Show that the all installed energy components – windows, insulation, etc. - used on the altered portions of the building or addition will be <u>compliant with the 2018 IECC requirements</u> .