

PLANS SUBMITTED FOR THE APPROVAL PROCESS MUST CONTAIN SUFFICIENT DETAIL AS TO ALLOW CONSTRUCTION OF THE STRUCTURE USING ONLY THE SUBMITTED DOCUMENTS AND BE SUFFICIENT TO DETERMINE COMPLIANCE WITH ALL BUILDING AND CITY CODES

ONE FULL SIZE 1/4" SCALE SET OF PLANS & ONE 11"X17" SET & ONE DIGITAL COPY REQUIRED

Site Plan

One at 1/4" Scale and one on 11"x17" paper

Property Address / Legal Description

All Streets Bordering Property Labeled

Property Lines and Dimensions from Side, Front and Rear Yards

In most cases, setbacks are measured to foundation wall

All Site Improvements Including

Existing Construction

New Construction

Patios and Decks

Driveways and parking areas must be paved (list dimensions)

Indicate Any **Trees or Sidewalk on City ROW** on Site Plan

**LOCATE YOUR
PROPERTY PINS**

Floor Plan (1/4" scale)

Provide a Complete Architectural Floor Plan for Each Level

Show All Interior Partitions and Dimension

Label Proposed Use of All Rooms or Areas

Location of All Windows and Doors

Include Dimensions and Types of Windows Used

Indicate Window Well if Basement Egress

Indicate Mechanical Equipment Location (Furnace, Water Heater)

Attic Access - Location and Size

Crawl Space Access - Location and Size

Smoke Detector Locations

Safety Glazing

Clothes Dryer Vent, Bathroom Exhaust Fans - Location/Termination

Exterior Elevations (1/4" scale)

Illustrate All Sides of the Building per Scale

Finish Grade

Roof Slope

Finish Height (Natural Grade to Peak)

Stair Section (1/4" scale)

Provide a Stair Section

Show Rise and Run Dimensions

Headroom Height

Handrail and Guardrail Locations and Height

Foundation Plan (1/4" scale)

Show Type of Foundation to be Used and Dimensions

Indicate Basement and/or Crawl Space Areas

Damp/Water Proofing

Detail Crawlspace Tempering / **Energy Conservation Code**

Show Crawl Space Vent Locations

Indicate Mechanical Equipment Locations

Framing Details (1/4" scale)

Floor Framing

One Complete Structural Plan per Floor Identifying

Framing Material

Type of Material

Spacing

Support Headers and Sizes

Support Post

Bearing Walls

Required Shear Panels

Include Seismic Connections

Roof Framing

A Complete Structural Plan Identifying

Framing Material

Trusses - Engineering Must be Provided

Rafters - Type of Material, Size and Spacing

Bearing Walls

Attic Ventilation

Include Seismic Connections

***INDICATE PROPER SNOW LOAD (55 lbs)**

SEISMIC ZONE D1 AND 115 MPH WIND*

Wall Section (1/4" scale)

Complete Foundation Detail

Wall Section to Show Details from the Footing to the Ridge Line

Size of Footing and Foundation Wall

Anchor Bolts Size and Location

Exterior Wall Framing to Include

Stud Size and Spacing

Header Type and Size for Exterior Openings

Truss Blocking

Insulation Values

Exterior Walls

Foundation

Crawl Space

Roof/Ceiling

ONE Set of Plans & a Digital Copy Required for Residential Projects

**ONE Set of Plans & a Digital Copy, STAMPED by Architect / Engineer
Required for Commercial and Multi-Family Projects of Three+ Units**

Res Check or Prescriptive Method required for Energy Code Compliance

Complete attached water service connection worksheet. Permanent water and/or sewer service will be granted only after all code requirements are confirmed to be complete. Codes include, but are not limited to, such items as: paving, landscaping, required permits & inspections and payment of applicable fees. A financial guarantee in the form of a bond or letter of credit with a specified completion date may be required for any work that cannot be immediately completed.

ALL ABOVE ITEMS MUST BE INCLUDED WITH THE APPLICATION

Incomplete applications will not be accepted. Additional materials may be requested.

1 full size 1/4"scale
set of plans & one
11"x17" set & a
digital copy
required

Columbia Falls Building Department

130 6th St W, Columbia Falls, MT 59912 / Phone: (406) 892-4432 / Fax: (406) 892-4413

Application for permit for the erection and alteration of buildings # _____

JOB ADDRESS

Legal Description

Lot

Block

Owner

Email:

Mailing Address

Phone:

Cell:

Contractor

(Company &/or Contact Name)

Email:

Mailing Address

Phone:

City Contractor Registration #

Cell:

Design/Engineer

(Company &/or Contact Name)

Email:

Mailing Address

Phone:

Cell:

Class of Work: NEW _____ ADDITION _____ REMODEL _____ REPAIR _____ DEMOLITION _____

Project Description:

**Project
Valuation:**

\$ _____

ResCheck:

Truss Plan:

Site Plan:

LAND INFORMATION

Zoning District

Subdivision

New Building Size (sq ft)

(footprint of all new bldgs)

Existing Building Size (sq ft)

(footprint of all existing bldgs)

Lot Size Sq. Ft.

% of Lot Coverage

BUILDING INFORMATION

Finished sq. ft.

(exclude basement)

Basement sq. ft.

Unfinished sq. ft.

(exclude basement)

Garage sq. ft.

Carport sq. ft.

Covered Porches sq. ft.

Decks/Open

Porches sq. ft.

Other Structures:

Set Back Requirements (must be shown on site plan) FRONT _____ ft. SIDE _____ ft. REAR _____ ft. S. CORNER _____ ft

Building Permit Fee \$ _____

Plan Review Fee \$ _____

Fire Prevention Program Fee \$ _____

Total Fee \$ _____

Subject to all ordinances including those covering the zoning and the erection of buildings in the City of Columbia Falls.

The granting of a permit or approval of plans, specifications, and computations shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of the Uniform Building, Mechanical, or Plumbing Code; the National Electrical Code; the City of Columbia Falls.

The Applicant and the owner have responsibility for compliance with all applicable laws, regulations, codes, and ordinances.

Separate permits are required for electrical, plumbing, and mechanical (heating, venting, or air conditioning). This permit becomes

null and void if work or construction has not commenced within 180 days or if construction or work is suspended or abandoned

for a period of 180 days at anytime after work has commenced.

Signature of Owner (or Authorized Agent) _____ **Date** _____

Building Inspectors Signature _____ **Date** _____