

TOWN OF CAREFREE, ARIZONA
INFORMATION REQUIRED FOR BUILDING PERMITS

FURNISH TWO COMPLETE SETS OF PLANS WITH THE FOLLOWING INFORMATION:

1. SURVEYED SITE PLAN

- a. State legal description of property including lot number and subdivision or metes and bounds description. State property address, parcel number, and zoning district. Provide key map showing location of the lot.
- b. State name, address and telephone numbers of submitter, owner, responsible party, and architect (designer).
- c. State contractor's name, address, telephone number, contractor's license number, and state sales tax number. Obtain Carefree sales tax license from Town Clerk or Building Department.
- d. Submit survey that provides property dimensions and area and indicates property pins that are found or set. Show all utility and access easements. Scale shall not be less than 1"=20'0". Survey must bear seal of registered land surveyor or engineer registered in the State of Arizona. Provide a boundary survey if significant errors are found in the property description or pin locations.
- e. Submit topographic survey prepared by a civil engineer or registered land surveyor. State location and elevation of the bench mark used for contours or "spot elevations." Show existing and proposed contour intervals of one or two feet. Dot or shade all disturbed areas (or graded areas). Must bear seal of registered land surveyor or engineer registered in the State of Arizona.
- f. State on plans that an "as-built" survey prepared by a surveyor registered in the State of Arizona will be submitted prior to pouring the floor, and will verify setbacks and finished floor elevations.
- g. Provide a drainage study, prepared by a registered civil engineer, to assure that the lowest finish floor elevation is a minimum of 1.0 foot above the 100-year storm water surface elevation. Show existing and proposed drainage. If channels or washes are altered, show how drainage is redirected to the original channel. Detail drainage structures such as culverts, rip rap, retaining walls, channels, and berms.
- h. All proposed and existing improvements are to be plotted on said topographic survey showing proposed and existing floor elevations. Show garage floor elevation and the elevation at the existing street at the driveway entry, show the length and the percentage of slope on the single steepest portion of the driveway. Show "top of wall" (TOW) elevations for all fences, free standing walls and retaining walls. Show total length in feet of all fences, freestanding walls and retaining walls.
- i. Show all setbacks and required yard lines. Provide distances to property lines of all

structures, including buildings, fences, retaining walls, swimming pools, and satellite dishes.

- j. Show location of all existing and proposed utility lines and septic tank or sewage disposal areas.
- k. Give square footage of buildings, garage, covered patios, and storage. Give total square footage under roof.
- l. Show where property address will be placed to be clearly visible from the street.
- m. State the Homeowners' Association responsible for the subdivision. (Plans to be submitted to the appropriate Homeowners' Association.)

2. ELEVATIONS

- a. Show all four (4) elevations, giving accurate existing and proposed grade lines (scale 1/4 inch = 1 foot) and heights to grade lines.
- b. Give sections through the building at twenty-five foot intervals perpendicular to any slope showing natural grade, finish grade, finish floor elevations and all dimensions including the building height from natural grade and the building height from finished grade.
- c. Show elevations of fences, free standing walls, and retaining walls. Show heights to existing and proposed grade lines.
- d. Show elevations and methods of screening for all exterior mechanical equipment and refuse collection areas. Show heights to existing and proposed grade lines.

3. COLORS

Indicate all exterior colors of the structure, walls, fences, and roofs. Light reflective value (LRV) shall not exceed 55 percent. Provide chips or samples.

4. LANDSCAPING AND RESTORATION

- a. Provide a landscaping plan at a scale not less than 1"=20'0" and showing the following information:
 - (1) The area that will be disturbed during the construction period.
 - (2) The location and size of every Protected Plant and other existing trees and plants (identified either by botanical or common name) in the disturbed area that will be removed to the nursery area.
 - (3) The portion of the lot or parcel where all protected plants located in the disturbed area will be stored (nursery area).

- (4) List of materials to be used for landscaping including size and height where required, of all plant materials at the time of planting.
- (5) Proposed treatment of all ground surfaces that will be landscaped pursuant to the plan.
- (6) Designation of plants and trees that are to be watered.
- (7) The method of removing protected plants and trees and the method of maintaining the protected plants and trees while in the nursery area.
- (8) The treatment, including rip rap and vegetative materials, of all cut and fill slopes that are not contained by retaining walls.
- (9) Indicate the trees and desert hardy plants that will be planted adjacent to any portion of retaining walls visible from adjacent properties. Provide a table that indicates the maturing height of each type of tree and desert hardy plant.
- (10) State on landscaping plans that all landscaping shall be completed prior to final inspection and issuance of a Certificate of Occupancy.

NOTE:

A pre-grading inspection is required after the permit is issued and before any grading work commences. Move all protected plants to the designated nursery area and call the Building Department for a pre-grading inspection.

5. FLOOR PLAN

- a. Room sizes and use.
- b. Door and window locations with sizes.

6. DETAILS

- a. Footing details (depth and width, including reinforcement)
- b. Wall details (frame, masonry, stucco, etc.)
- c. Roof details (rafter and ceiling joist sizes, spans, spacing, etc.) plus structural calcs. For trusses submit manufacturer's drawings and engineering calculations.
- d. Retaining walls and fences (height and length, reinforcing, type of construction, structural calcs for retaining walls)

7. PLUMBING

- a. Isometric of all waste, water and gas piping
- b. Size of waste and vents and water piping

8. MECHANICAL

- a. Size and equipment loads
- b. Location of units
- c. Ductwork location and sizes
- d. Venting on gas operated equipment
- e. Floor plan with ductwork routing and register outlets

8. ELECTRICAL

- a. Panel schedules, load calculations and one line diagram if 200 amp service or greater
- b. Panel and service locations and location of UFER grounding
- c. Fault current and voltage drop calculations if required by Building Dept. in special cases
- d. Exterior lighting plan showing location, types, and wattage with details of required shielding. Incandescent fixtures of more than 75 watts or located higher than seven feet above finish grade shall be fully shielded.
- e. Floor plan showing outlets, fixtures, equipment, GFCI's, smoke detectors, etc.

SEWERAGE

- a. Take two site plans and one set of floor plans to Maricopa County Environmental Services, 1001 N. Central, Phoenix, and obtain a septic permit prior to issuance of building permit. Call 506-4165 for a recorded information message.
- b. If applicable, obtain approval from the Boulders Carefree Sewer Corporation for sewer service.

References: Town of Carefree 1996 Amended Zoning Ordinance
Uniform Building Code, Uniform Building Code Appendix, Uniform Building Code Standards, 1994 Edition
Uniform Mechanical Code and Uniform Mechanical Code Appendix, 1994 Edition
Uniform Plumbing Code and Uniform Plumbing Code Appendix, 1994 Edition
National Electrical Code, 1996 Edition
Uniform Fire Code, Uniform Fire Code Appendix, and Uniform Fire Code Standards, 1994 Edition
Uniform Abatement of Dangerous Buildings Code, 1994 Edition
Uniform Swimming Pool, Spa and Hot Tub Code, 1994 Edition