









- Portable Fire Extinguisher** - Locations (Exception: "shell only" permits) [Page(s) \_\_\_\_\_]

## Structural Plans

Yes N/A

- Specify Design Loads and Material Specifications** [Page \_\_\_\_\_]
- Identify Required Special Inspections** - On plans [Page \_\_\_\_\_]
- List Deferred Items** - On plans [Page \_\_\_\_\_]
- Foundation Plans** - Details (including reinforcement) [Page(s) \_\_\_\_\_]
- Wall Framing & Bracing** - Details [Page(s) \_\_\_\_\_]
- Structural Building Sections** [Page(s) \_\_\_\_\_]
- Floor Framing** - Plans & details [Page(s) \_\_\_\_\_]
- Roof Framing** - Plans & details [Page(s) \_\_\_\_\_]

## Accessibility Inside the Building

Yes N/A

- Interior Ramps, Maneuvering Clearances, Doors & Passages** [Page(s) \_\_\_\_\_]
- Bathroom Fixture Locations** - On floor plan, counter heights, amenities and interior elevations all with required dimensions. [Page(s) \_\_\_\_\_]
- Fully Accessible Units, Accessible Type A Units or Accessible Type B Units** - Show numbers and types of each unit on each level and details of each unit type including dimensions. [Page(s) \_\_\_\_\_].

## Energy Code Compliance

Yes N/A

- Building Envelope** (analysis signed & printed on the plans) [Page \_\_\_\_\_]  
**Note:** For buildings four (4) stories or more use "COMcheck"  
**Note:** For buildings up to and including three (3) stories use "REScheck – Multi-family"  
**Note:** For any duplexes on the site use "REScheck – Single Family"
- Lighting Compliance** – Show lighting within dwelling units meeting 50% or more of the permanently installed interior light fixtures fitted with high-efficacy lamps – *or* – COMcheck signed & printed on the plans where the 50% minimum high-efficacy lamp requirement is not met, and the residential building exceeds three (3) stories. [Page \_\_\_\_\_]
- Lighting Compliance** – Required for all common use areas. (COMcheck signed & printed on the plans) [Page \_\_\_\_\_]
- Lighting Plan, Fixture Schedule & Controls** – Required for common use areas and for residential units not meeting the 50% minimum high-efficacy lamp requirement where the building exceeds three (3) stories (list fixture types, wattage, ballast/bulb type, fixture count, switching requirements including common area daylight zones switching and automatic lighting control shutoff where common areas are over 5,000 sq. ft.) [Page \_\_\_\_\_]

- Mechanical Compliance** – Required for common use areas and where mechanical systems serve multiple dwelling units within a building (COMcheck signed & printed on the plans) [Page \_\_\_\_\_]
- ACCA Approved Design Software Analysis Output Reports** (for residential buildings three (3) stories or less where mechanical systems serve individual units) Showing compliance with the design requirements of Manual J (load calculations), Manual D (duct systems), and Manual S (equipment selection). Include fresh air ventilation design, and a duct system layout noting duct sizes, lengths, and termination points with cfm outputs. In addition, if using ACCA reports need to submit a plan detailing the exhaust ventilation design drawn by an Idaho licensed Architect, or Engineer that includes exhaust fan location, size, and duct design showing the routing and penetration protection of rated assemblies. (1 paper copy)
- Heating & Cooling Load Calculations** (for buildings exceeding three (3) stories or where systems serve multiple dwelling units in buildings three (3) stories or less) Printed on plans [Page \_\_\_\_\_] or  attached to plans (2 paper copies)

## Mechanical Plans

*Plan view drawing per typical unit for single story buildings; Plan view drawings plus isometric/riser drawings for multi-story buildings.*

Yes    N/A

- Mechanical Equipment Schedule** [Page \_\_\_\_\_]
- Appliance and Equipment Locations** [Page(s) \_\_\_\_\_]
- Appliance Venting and Sizes** [Page(s) \_\_\_\_\_]
- Condensate Lines** - And termination points [Page(s) \_\_\_\_\_]
- Combustion Air Ducts** - Openings, sizes [Page(s) \_\_\_\_\_]
- Supply and Return Duct Locations** – Include diffuser locations (floor or ceiling) [Page(s) \_\_\_\_\_]
- Fire and Smoke Damper Locations** - Ratings and listed assemblies [Page(s) \_\_\_\_\_]
- Range Hoods, Bathroom Exhaust, and Dryer Exhaust** - CFM, duct locations and sizes [Pages(s)\_\_\_\_\_]
- Hydronic Piping** - Locations, type, and sizes [Page(s) \_\_\_\_\_]
- Medium and Low-Pressure Gas Piping** - Sizes, locations, load calculation table – show gas meter location [Page(s) \_\_\_\_\_]
- Access to Mechanical Equipment** - On roof [Page \_\_\_\_\_]

## Plumbing Plans

*Plan view drawing per typical unit for single story buildings; Plan view drawings plus isometric/riser drawings for multi-story buildings.*

Yes    N/A

- Plumbing Fixture Schedule** [Page \_\_\_\_\_]
- Backflow Protection** - Noted [Page \_\_\_\_\_]
- Domestic Water Line** - Locations & sizes from meter to and throughout building [Page(s)\_\_\_\_\_]

- Sanitary Waste Lines** - With venting – note all sizes from sewer main to and throughout the building [Page(s) \_\_\_\_\_]
- Interior Roof and Overflow Drain Lines** - Locations and sizes [Page(s) \_\_\_\_\_]
- Water Heater** - Details [Page \_\_\_\_\_]

### Electrical Plans

- |                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | N/A                      |  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Lighting Plan</b> [Page(s) _____]   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Power Plan</b> [Page(s) _____]  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Electrical Fixture and/or Equipment Schedule</b> [Page(s) _____]  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Panel Load Schedules and Summary</b> - Of electrical load calculations [Page(s) _____]  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>One Line Diagram</b> - With details of service, grounding, feeders, transformers and sub-panels [Page _____]                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Electrical Details/Notes</b> - Conduit sizes/types, conductor sizes/types, insulation types, circuit wiring sizes/types, homeruns [Page(s) _____] |

### Applicant Acknowledgement

*I have completed the above checklist noting all pages and supporting documents for the project.*

Name of Submitting Design Professional of Record (or applicant if design professional not required)	Date

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#### For Staff Use (paper submittal)

- Accepted
- Not Accepted \_\_\_\_\_ by \_\_\_\_\_  
Date Staff Member Conducting the Intake
- Accepted
- Not Accepted \_\_\_\_\_ by \_\_\_\_\_  
Date Staff Member Conducting the Intake