

**Current Adopted Codes**  
**(Effective July 3, 2013)**

2012 International Building Code  
2012 International Mechanical Code  
2011 National Electrical Code  
2012 International Plumbing Code  
2012 Avondale Code Amendments  
2003 International Fire Code

2012 International Residential Code  
2012 International Fuel Gas Code  
2012 International Energy Conservation Code  
2009 ICC/ANSI 117.1

PERMIT SUBMITTAL FEES					
Commercial		Tenant Improvement		Single Family Dwelling	
Up to 10,000 SF	\$1630.00	Up to 10,000 SF	\$255.00	Per Plan	\$460.00
10,001-20,000 SF	\$2850.00	10,001 SF and up	\$1425.00		
20,001 SF and up	\$5100.00				

Commercial Plans  
Tenant Improvement Plans  
Residential Plans  
Demolition of Single Family Dwelling  
Residential Addition Plans

Residential Garage Plans  
Residential Model Home Complex Plans  
Revisions To Approved Plans  
Temporary Construction Trailer Plans  
Temporary Sales Trailer Plans

Review times in accordance with [SB 1598 Policy](#)

**COMMERCIAL PLANS**

**SIMULTANEOUS REVIEW SUBMITTAL FORM**

**TENANT IMPROVEMENT PLANS**

**FIRST SUBMITTAL REQUIREMENTS**

1. A completed plan review submittal form.
2. Three (3) complete sets of construction drawings which shall be a minimum of 24" x 36" and a maximum of 30" x 42". The minimum scale shall be 1/8"=1'-0".
3. Sealed conceptual sprinkler and alarm plans are to be included in construction drawings.
4. Two (2) sets of Manufacturer Specifications pertaining to project (e.g. kitchen equipment, alarm, and suppression devices).
5. Application fees are due at submittal.
6. Plans will not be accepted until the Shell Building has received a Certificate of Completion.

**SECOND SUBMITTAL REQUIREMENTS**

1. A completed plan review submittal form.
2. Original plan review comments with corrected sheet numbers.
3. The redlined set of plans, calculations, and specifications (if applicable).
4. Three (3) revised sets of plans with corrections noted and clouded.
5. Two (2) bound sets of calculations and specifications with corrections noted and clouded (if applicable).

**Development & Engineering Services Department**

11465 W. Civic Center Drive, #110, Avondale, AZ 85323 • Phone (623) 333-4000 • Fax (623) 333-0402 • TDD (623) 333-0010  
[www.avondale.org/developmentservices](http://www.avondale.org/developmentservices)

## RESIDENTIAL PLANS

The following scaled drawings (3 copies) must be submitted with the plans for review:  
FOR MORE DETAILED INFORMATION SEE "RESIDENTIAL PLAN REQUIREMENTS" OR  
"RESIDENTIAL PLAN REVIEW CHECKLIST"

### FIRST SUBMITTAL REQUIREMENTS

1. A completed plan review submittal form.
2. Three (3) complete sets of construction drawings which shall be a minimum of 24" x 36" and a maximum of 30" x 42". The minimum scale shall be 1/8"=1'-0".
3. Two bound sets of Calculations with State of Arizona Registrant Seal.
4. Two bound sets of Manufacturer Specifications pertaining to project.
5. Two bound sets of Manufacturer Specifications pertaining to project
6. Two copies of the soils report.
7. Submit payment of application fees to the City of Avondale.

### SECOND SUBMITTAL REQUIREMENTS

1. A completed plan review submittal form (copy of original).
2. Original plan review comments with corrected sheet numbers.
3. The redlined set of plans, calculations, and specifications.
4. Four revised sets of plans with corrections noted and clouded.
5. Two bound sets of calculations and specifications with corrections noted and clouded.

**General: All dimensions and drawings must be drawn to scale with the scale shown on each page.**

### Site Plan:

- Size and shape of property.
- Setbacks from property lines to new construction.
- Utility entrances - water, sewer, gas, and electric.
- Proposed walls. Show type, height, and length.

### Foundation Plan and Details:

- Size and depth of all footings.
- Stem walls and concrete slabs on grade.
- Reinforcing steel size and spacing.
- Retaining and/or restraining walls.
- Anchors and holddowns.

### Floor Plans:

- Names of rooms and spaces with complete dimensions.
- Sizes of doors and windows.
- Fire rated areas between dwelling and garages.
- Cabinet and fixture locations.

### Exterior Elevations:

- All outside views of structure/addition.
- Label all materials.
- Indicate heights- floor to plate line, overall height.
- Show attic ventilation and calculations.

**Roof and Floor Framing Plans:**

- Show all beams, supports, and structural details.
- Roof construction, vented openings, and materials.
- Exterior walls and bearing partitions.
- Lintel and header sizes.
- Note shear walls if present.
- Framing member sizes and spacing.
- Indicate type and thickness of all flooring materials.
- Call out structural connectors and holddowns.

**Electrical Plans:**

- Show all outlets, smoke detectors, light fixtures, switches, and fans.
- Show panel location.
- Provide panel schedule and load calculation.

**Plumbing Plan:**

- Location and size of water heater. Show combustion air and flue for gas installations.
- Show location of water heater temperature and pressure relief valve.
- Provide waste isometric, label all pipe and vents sizes.
- Show locations for all cleanouts.
- Provide a 2-way cleanout outside of structure.
- Indicate location of water shut off and pressure reducing valves.
- Provide location and size of gas, fuel oil, or LPG piping.

**Energy Conservation Plan: (FOR MORE DETAILED INFORMATION SEE “ENERGY CHECKLIST”)**

- Insulation R-values Attic above grade exterior walls and floors with exterior exposure.
- Air leakage, all penetrations in the buildings air barrier must be sealed with caulk.
- Service water heater.
- HVAC Materials and equipment must be identified.
- Duct construction and R-value.
- Fenestration (windows) U-factors and SHGC ratings

**MISCELLANEOUS PLAN REVIEW REQUIREMENTS**

**DEMOLITION OF SINGLE FAMILY DWELLING**

1. Provide proof of ownership or notarized letter from owner to act as their agent.
2. Provide property address and Maricopa County Assessor Parcel Number.
3. Disconnect all utilities to home including gas, water, sewer, and electric.

**RESIDENTIAL ADDITION**

1. 3 copies of construction plans including all of the following as applicable.
2. Site plan
3. Footing and foundation plan
4. Floor plan
5. Floor framing plan (if 2 story addition)
6. Roof framing plan (with truss calculations from manufacturer as applicable)
7. Exterior elevations with attic ventilation calculations
8. Electrical plans
9. Plumbing isometric

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10. Mechanical plans
11. Wall section plan
12. Energy conservation plan

#### **RESIDENTIAL GARAGE**

1. 3 copies of construction plans including all of the following as applicable.
2. Site plan
3. Footing and foundation plan
4. Floor plan
5. Roof framing plan (with truss calculations from manufacturer as applicable)
6. Exterior elevations with attic ventilation calculations
7. Electrical plans
8. Wall section plan

#### **RESIDENTIAL MODEL HOME COMPLEX**

1. 3 copies of overall site plan including all models and parking lots.
2. Include location and details of accessible parking stall and signage.
3. Include accessible route from public way and parking stall to sales office.
4. Include accessible route between models.
5. Provide location of accessible restroom facility.
6. Include location of any proposed trap fencing.
7. Include location of any fire hydrants.

#### **REVISIONS TO APPROVED PLANS**

Please contact Building staff at [emailbuilding@avondale.org](mailto:emailbuilding@avondale.org) or 623-333-4000.

#### **TEMPORARY CONSTRUCTION TRAILER**

1. 2 copies of site plan showing proposed location of trailer.
2. Include trailer dimensions on site plan.
3. Type of electrical service for trailer. (construction power, generator, or other)
4. Electrical one line diagram and grounding detail.

#### **TEMPORARY SALES TRAILER**

1. 3 copies of site plan showing proposed location of trailer.
2. Include trailer dimensions on site plan.
3. Type of electrical service for trailer. (generator, temporary power)
4. Electrical one line diagram and grounding detail.
5. Include location and details of accessible parking stall and signage.
6. Include detail of accessible ramp into trailer.
7. Include location of accessible restroom facility.
8. Include accessible route from public way and parking stall to trailer.

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