

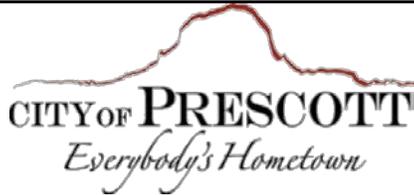


CITY OF PRESCOTT
RESIDENTIAL SUBMITTAL LIST
2012 INTERNATIONAL CODES

<u>Required</u>	<u>Submitted</u>	
<input type="checkbox"/>	<input type="checkbox"/>	Permit Application
<input type="checkbox"/>	<input type="checkbox"/>	Deposit - \$_____
		Livable _____ Sq Ft; Garage _____ Sq Ft
		Deck Covered _____ Sq Ft; Deck Uncovered _____ Sq Ft
		Patio Covered _____ Sq Ft; Fence _____ Lin. Ft
		Retaining walls _____ Lin Ft.

DEPOSIT DUE UPON SUBMITTAL.
CONTACT THE BUILDING DEPARTMENT
AT 777-1356 FOR DEPOSIT AMOUNT

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Residential Plan Review Submittal Checklist |
| <input type="checkbox"/> | <input type="checkbox"/> | Residential Plan Energy Data Information |
| <input type="checkbox"/> | <input type="checkbox"/> | Two (2) copies of the Plot Plan Sketch (on City Form) |
| <input type="checkbox"/> | <input type="checkbox"/> | Arizona Registrar of Contractors Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Water and Sewer Fixture Tabulation Sheet |
| <input type="checkbox"/> | <input type="checkbox"/> | Two (2) copies of the Grading & Drainage Plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Vegetation Management Plan (if property is located within the Wildland Urban Interface Zone) |
| <input type="checkbox"/> | <input type="checkbox"/> | State of Arizona Bond Exemption Certificate <input type="checkbox"/> (on file) |
| <input type="checkbox"/> | <input type="checkbox"/> | Federal Emergency Management Agency (FEMA) Questionnaire |
| <input type="checkbox"/> | <input type="checkbox"/> | All Forms Completed/Signed with Original Signature |
| <input type="checkbox"/> | <input type="checkbox"/> | Res Check Compliance Certificate www.energycodes.gov |
| <input type="checkbox"/> | <input type="checkbox"/> | Manual J/S/D |
| <input type="checkbox"/> | <input type="checkbox"/> | Soils gradation, Soils report or engineering for foundation |



City of Prescott –Residential Building Permit Application 2012 Codes

201 S Cortez St, Prescott AZ 86303
(928) 777-1356 Fax (928) 777-1258

Permit #

Address #

Project Address:			
Assessor's Parcel #:			
Subdivision:			Lot#:
Description:			
Livable Sq Ft:	Deck Uncovered Sq Ft:		Retaining walls Lin Ft:
Garage Sq Ft:	Patio Covered Sq Ft:		Sunrooms Sq Ft:
Deck Cover Sq Ft:	Fence Lin. Ft:		Value:
Options:		Utilities:	
		Water	Electric
		Gas	Sewer
Model #			
# of Dwelling Units:	# of Stories:	Construction Type:	Occupancy Type:
APPLICANT/CONTACT:			Phone:
Address:		Email Address:	
City:	State:	ZIP:	
OWNER:			Phone:
Address:		Email Address:	
City:	State:	ZIP:	
CONTRACTOR:			Phone:
Address:		Email Address:	
City:	State:	ZIP:	
Lic#:	City Sales Tax #:	State Tax #:	

The undersigned, under penalty of perjury, does hereby certify that all improvements made to the above project, at the address as stated above, by means of the building or improvement of structures or appurtenances of such property, have been performed by a duly licensed contractor unless the entire structure is intended for the undersigned's sole occupancy as owner and no part is provided for occupancy by the public, employees or business visitors and no part of the premises are intended for sale or rent.

I understand the owners who sell or rent property not completed with a licensed general contractor, may be subject to a Class 1 Misdemeanor under Arizona Revised Statutes § 32-1151 and § 32-1154. A Class 1 Misdemeanor is punishable by a fine not to exceed \$2500.00 and/or one year in the County jail. I understand and acknowledge the above certification.

Owner/Contractor: _____

Date: _____



2012 Residential Plan Energy Data Information – New Single Family Residence Only

PROVIDE RES CHECK PASS/FAIL PACKAGE FROM www.energycodes.gov
 PROVIDE MANUAL J/S/D CALCULATIONS FOR MECHANICAL UNITS

Building Permit #: _____ **Applicant/Owner Name:** _____

Site Address: _____

Description of Work: _____

(APN): _____ **Lot/Unit Number:** _____ **Subdivision Name:** _____

Area of Conditioned Space: SF: _____ **Perimeter** _____ **Front Faces:** N E W S

Ceiling: Type _____ Area flat _____ Area Vaulted _____

Insulation: (>R-49) Type: _____ Cavity R= _____ Continuous R= _____

Foam at roof deck min R-30 must have thermal barrier if fuel fired appliances are in attic.

Skylight: Type _____ **Size** _____ **U-Value (<.6)** _____

Wall: Perimeter of conditioned space _____ **LF X Height** _____

(If wall is vaulted, use average height) = _____ **SF of exterior wall**

Insulation: (>R-13) Type: _____ Cavity R= _____ Continuous R= _____

Window:

Style: Slider Door Material: _____ **Window Frame Material:** _____

Total Area on N wall _____ **E wall** _____ **W wall** _____ **S wall** _____ **Total Windows** _____

Glazing Type (<.4): _____ **U Value (<.4):** _____ **Number of Panes:** _____ **Thermal Break:** Y N

Door: Type: Material _____

Total Area on N wall _____ **E wall** _____ **W wall** _____ **S wall** _____ **Total Doors** _____

% of Glass: _____ **U Value:** _____ **SHGC:** _____

Foundation: Type Slab on Grade Crawl Space Basement **Insulation:** Horiz _____ Vert _____

Floor: Area _____ SF **Perimeter** _____ LF

Furnace Manufacturer: _____ **Model:** _____ **Size:** _____ **Fuel:** _____ **AFUE:** _____

A/C Manufacturer: _____ **Model:** _____ **Size:** _____

Fuel: _____ **SEER:** _____ **Duct Insulation R-:** _____ **Sealed with UL181 mastic**

W/H Manufacturer: _____ **Fuel:** _____ **Gallons:** _____ **Setback Thermostat:** Y N

Signature _____ **Date** _____

City of Prescott is generally at 5510 + feet in elevation; 34 degrees North Latitude and 111 degrees West Longitude

Design Specifications:

GROUND SNOW LOAD	WIND Speed (mph)	SEISMIC DESIGN CATEGORY	SUBJECT TO DAMAGE FROM				WINTER DESIGN TEMP	FLOOD HAZARDS	AIR FREEZING INDEX	MEAN ANNUAL TEMP
			Weathering	Frost line depth	Termite	Decay				
30 PSF	90 Exp C	B	Negligible	18"	Moderate	Slight	15° F	Jurisdiction specific	194	53

HDD: 4955 CDD: 3823 ICC Zone: 4B ASHRAE W: .81

Outside Design Conditions: Temp: Summer 94, Winter 15, Summer Grains of Moisture 24

Inside Design Conditions: Temp. Summer 75, Winter 70 Relative Humidity: 55%



**CITY OF PRESCOTT
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING SAFETY DIVISION
PLOT PLAN SKETCH - 2012 CODES**

Building Permit #:	Job Address:		
Scale: 1 inch = _____ ft.	Assessor's Parcel Number (s):		
City of Prescott Building Division APPROVED	City of Prescott Planning & Zoning APPROVED	City of Prescott Engineering APPROVED	City of Prescott Fire Department APPROVED
_____	_____	_____	_____

1. It is the responsibility of the owner or contractor to field verify ALL UTILITY MAINS prior to construction.
 2. Any improvement in City right-of-way requires permit issued by City Engineering Department per Ordinance #1338.
 3. No structure shall encroach onto any easement or right-of-way. Driveway entrance may require dip section or minimum 12 inch corrugated metal pipe.
 4. DO NOT ALTER SIDEWALK. SIDEWALK MUST MEET AMERICANS WITH DISABILITIES ACT (ADA) STANDARDS.
- All mailbox installations must be to City of Prescott standard detail 1-08. Any deviation must be specially permitted by the Engineering Department.
6. Approval of the Planning & Zoning Department is subject to all other easements, encumbrances, etc. or restriction which may apply to said property by virtue of any City Ordinances and/or state law and deed restrictions. The City takes no responsibility for said restrictions or requirements and the burden to comply with such restrictions lies solely with the property owner and/or applicant.

I, _____, the owner's agent or the owner of record, for the structure to be located at:
 _____, parcel number _____, do certify that the structure will meet all required setbacks, the property corner pins are correct and the footings are excavated upon the property as shown on the City approved site plan. **If for any reason any deviation from the approved site plan becomes necessary, a revised site plan will be submitted for approval before any additional construction takes place.**

Owner/Contractor Signature

Date



**CITY OF PRESCOTT
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING SAFETY DIVISION
201 S. Cortez, Prescott, AZ 86301 (928) 777-1356**

ARIZONA REGISTRAR OF CONTRACTORS FORM

Building Permit #: _____

I am currently a licensed contractor: (Please Print Name) _____

License No. ROC: _____ License Class: _____

I will be using the following licensed contractors on this project:

_____ License No. ROC _____ Class _____
(General Contractor)

_____ License No. ROC _____ Class _____
(Mechanical Contractor)

_____ License No. ROC _____ Class _____
(Electrical Contractor)

_____ License No. ROC _____ Class _____
(Plumbing Contractor)

Signature **Printed Name** **Date**

EXEMPTION FROM LICENSING

I am exempt from Arizona contractors' license laws on the basis of the license exemptions contained in A.R.S. Sec. 32-1121A., namely:

A.R.S. Sec. 32-1121A.5 – I am the owner/builder of the property and the property will not be sold or rented for at least one year after completion of this project.

A.R.S. Sec. 32-1121A.6 – I am the owner/developer of this property and I will contract with a licensed general contractor to provide all construction services. All contractors' names and license numbers will be included in all sales documents.

Other – _____
(Please specify)

I understand that the exemption provided by A.R.S. Sec. 32-1121A.14 (the Handyman Exemption) does not apply to any construction project which requires a building permit and/or the total cost of materials and labor are \$750 or more.

Signature **Printed Name** **Date**

Falsification of information on this document for the purpose of evading State licensing laws is a Class II misdemeanor pursuant to A.R.S. Sec. 13-2704



Water and Wastewater Fees

Building Permit #: _____

Job Address: _____

Project/Owner Name: _____

Residential Fixture Tabulation Sheet

Please enter the total number of "New" and "Removed" fixtures by the "Type of Fixture" indicated below.

WASTEWATER FIXTURE COUNT – SINGLE FAMILY RESIDENTIAL/MANUFACTURED							
TYPE OF FIXTURE	NUMBER OF "EXISTING" FIXTURES	NUMBER OF "NEW" FIXTURES		FIXTURE UNITS ASSESSED		FIXTURE UNITS "REMOVED"	TOTAL FIXTURE UNITS
Bar Sink			X	1	-		
Bathub			X	2	-		
Laundry Tub			X	2	-		
Clothes Washer			X	2	-		
Shower (stand alone unit)			X	2	-		
Kitchen Sink			X	2	-		
Dishwasher			X	2	-		
Sink (lavatory)			X	1	-		
Water Closet (flush tank toilet)			X	3	-		
Floor Drain/Sink (2", 3" or 4")			X	4	-		
Other					-		
TOTAL NUMBER OF NEW WASTEWATER FIXTURES							

WATER METER FEES					
Meter Size (Please check one)	<input type="checkbox"/> 5/8"	<input type="checkbox"/> 1"	<input type="checkbox"/> 1 1/2"	<input type="checkbox"/> 2"	<input type="checkbox"/> All Others
Meter Fee *	\$220.00	\$400.00	\$800.00	\$1,000.00	Cost plus 10%
8.35% Tax for Meters Only	\$ 18.37	\$ 33.40	\$ 66.80	\$ 83.50	8.35% of Cost
TOTAL WATER METER FEE	\$238.37	\$433.40	\$866.80	\$1,083.50	

* Fee assumes that an existing box & yoke is present. If not, additional fees will apply.

Check Box if Applies	ADDITIONAL SERVICE CHARGES	COST
<input type="checkbox"/>	Sewer Slant	\$ 200.00
<input type="checkbox"/>	New water service, includes box and yoke (Single Family Residential only)	ESTIMATE REQUIRED
<input type="checkbox"/>	Yoke Modification (inside an existing box)	ESTIMATE REQUIRED

Effective August 1, 2014 the City of Prescott implemented a new Impact Fee structure. Assessment of Impact Fees for water and wastewater service is currently based on the service area or combination of service area(s) for each individual parcel based on its location. To estimate impact fees for City of Prescott water and wastewater service go to the on-line Impact Fee Estimator located at www.prescott-az.gov/services/building/impact-fees.php . An assessor's parcel number is required to use the estimator. For all other questions, call the Public Works Department at 928-777-1269.

Signature

Printed Name

Date



City of Prescott

Grading Permit Application

201 S. Cortez St.

Prescott, AZ 86303
(928)-777-1269 Fax (928) 777-1251

Project Address:	Assessor's Parcel #:	GRADING PERMIT #:
Subdivision:	Lot#:	Zoning:
Description of Grading:		
Start Date:	Completion Date:	Grading Cubic Yards (CY): CY of Cut: CY of Fill:
Approximate Acreage to Be Disturbed By Grading:	Building Permit #:	ROW Permit Required?

Location (Address or APN) That Either Excess Fill Material Originated OR Cut Material Will be Placed:

APPLICANT/CONTACT:		Phone:
Address:		Email Address:
City:	State:	ZIP:
OWNER:		Phone:
Address:		Email Address:
City:	State:	ZIP:
EXCAVATING CONTRACTOR:		Phone:
Address:		Email Address:
City:	State:	ZIP:
Lic#:	City T&P Tax #:	State Tax #:

HOLD HARMLESS: The Contractor(s) agree to defend, indemnify and hold harmless the City, its employees, agents, invitees and/or volunteers from any claims, demands, causes of action, liability, loss, property damage or any type of damage and/or injury (to property or person, including without limitation, wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any Federal, State or local government body or agency, arising out of or incident to any acts, omissions, negligence or conduct of the City, its personnel, employees, agents, contractors, or volunteers in connection with or arising out of the Contractor's placement of soil pursuant to this grading permit.

It is expressly understood by the undersigned that this permit is revocable at will by the City, at the sole option of the city. If the city revokes this permit, it shall be the responsibility of the permittee to remove, at permittee's expense, all improvements authorized by this permit and restore the property to its original condition.

The Undersigned further releases and discharges the City from any and all claims in which the undersigned has or may have against the City, its agents, or employees, arising out of or in any way connected with the undersigned's activities as set forth on this permit. The applicant agrees to abide by the aforementioned miscellaneous requirements and all provisions and conditions as set forth in this permit.

Owner/Contractor:: _____

Date: _____

IF YOUR PROPERTY IS LOCATED WITHIN THE WILDLAND URBAN INTERFACE ZONE YOU ARE REQUIRED TO HAVE A VEGETATION MANAGEMENT PLAN

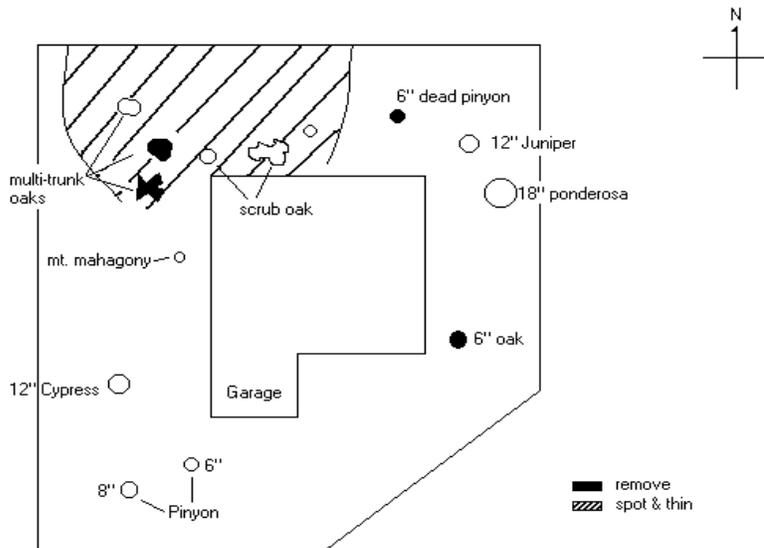
2012 VEGETATION MANAGEMENT PLAN TIPS

Map out the basic footprint of the house, trees (diameter of trunk included), shrubs, and groups of shrubs, lot lines, and any pertinent distances. One possibility on this type of plan is to color code the vegetation. For instance: Blue = native vegetation to be irrigated, Shaded in = to be removed, open space with diagonal slashes = spot and thin*. With this type of plan a legend would need to be included on the property depiction.

Another option would be to include a detailed written explanation, with a property illustration, which calls out the action to be taken. It is not necessary but would be helpful if the written explanation is broken up into the appropriate zones.

Site plans currently submitted to the building department on 8.5 x 14 sheets of paper are big enough for the purposes of a vegetation management plan. Any additional detail for the vegetation management plan should be supplied on a copy of the site plan. **MAKE A SEPARATE COPY FOR VEGETATION MANAGEMENT PURPOSES.** Do not place vegetation information on the site plan required by the building department.

Below is a sample vegetation management plan.



South facing side = no modification necessary

South West Corner = limb up pinon pines and clear ladder fuels w/I 10' of the canopy

West facing side = spot and thin in order to create more open space and decrease fuel load, leave mountain mahogany and hydrate along with landscaping, remove multi-trunk oak near northwest corner, Remove 3 trunks of oak off north west corner (1-2", 1-3", 1-5"), leave two 6" trunks behind but limb up and remove ladder fuels w/I 10' of canopy.

North facing side = limb up scrub oak and reduce number of trunks by 50%, spot and thin area of heavy vegetation in order to create more open space and reduce the amount of fuel, limb up all trees and remove ladder fuels w/I 10' of tree canopies, remove dead pinon pine (6" dia.).

North east corner = remove vegetation from base of juniper and ladder fuels w/I 10' of canopy (scrub oak to east of juniper not on property),

East facing side = break up ladder fuels under ponderosa by reducing the height of scrub oak at base so that the space between the lowest branches of the ponderosa and the top of the oaks equals three times the height of the scrub oak, remove oak w/ mistletoe near southeast corner.

* spot and thin: significantly reduce (50% -70%) the fuel load by creating more open space, selecting the best specimens, isolating those specimens per the Wildland Urban Interface Code, thinning existing shrubs by reducing the amount of trunks.

IF YOU ARE UNSURE WHETHER YOUR PROPERTY IS IN THE WILDLAND URBAN INTERFACE ZONE, OR HAVE QUESTIONS RELATED TO A VEGETATION MANAGEMENT PLAN, PLEASE CALL THE CITY OF PRESCOTT FIRE DEPARTMENT AT (928)777-1760.



(FOR INFORMATION ONLY)

When is a Residential Fire Sprinkler System Required?

Residential Fire Sprinkler Systems are required for many homes within the City of Prescott. **Please answer the questions below assist in determining whether a fire sprinkler system will be required for this project.**

Please check all that apply:

- | <u>Yes</u> | <u>No</u> | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Is the square footage of the structure, including unfinished space/garage/storage areas greater than 5,000 square feet? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the Fire Department access road obstructed by a low water crossing without an approved secondary access? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the building located in subdivision with more than thirty (30) units, which provides only one ingress/egress access road? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is any portion of the Fire Department apparatus access road greater than 12%? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the closest fire hydrant more than 500 feet from the building site? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there less than 1,000 gallon per minute (GPM) hydrant flow available to this site? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the building site located on a dead end road that exceeds 1,300 feet from the nearest thoroughfare intersection? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the most remote point of the building greater than 150 feet from the closest point on a fire apparatus access roadway (street) or fire lane? (Draw a line up the driveway from access roadway (street) around the building, not through it, to the center of the most remote portion of the building) from each direction. |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the structure higher than two (2) stories as defined by the building code? |
| <input type="checkbox"/> | <input type="checkbox"/> | |

If you have checked “Yes” to one (1) or more of the items on the above list a Residential Fire Sprinkler System will be required for this building permit. If you have answered “No” to all of the above questions or are unsure of the your answers to the above questions, please call the City of Prescott, Fire Prevention Specialist at (928)777-1760 to verify that a Residential Fire Sprinkler System will not be required prior to submitting your building permit application.

No residential building permit will be issued that is required to have a Fire Sprinkler System without a Fire System Plan being submitted and approved by the City of Prescott Fire Marshal first.

If a Fire Sprinkler System is required, please submit an application and five (5) sets of Fire Sprinkler Plans to the Fire Marshal directly at 2086 Willow Creek Road, Prescott, AZ 86305. Applications and plans for Fire Sprinkler Systems are **NOT** submitted to the Building Department.

All Fire Sprinkler System Plans must be:

- Prepared and sealed by an Arizona registrant, NICET level III or IV per NFPA 13.
- Prepared and sealed by an Arizona registrant, NICET level II or higher per NFPA 13D or 13R.
- Installed per the 2012 International Fire Code, as amended by City of Prescott, NFPA 13 and other national standards that may apply.



**CITY OF PRESCOTT FIRE DEPARTMENT
APPLICATION FOR FIRE PROTECTION
SYSTEMS PLAN APPROVAL**

2086 Willow Creek Road - Prescott, AZ 86305
Phone 928-777-1760 - FAX 776-1890 - TDD 445-6811

Building Permit #: _____ **Date Filed** _____

Job Address _____

Job Name _____ **Use** _____

Square Footage _____ **# Floors** _____

Fire Protection Contractor Name _____

Contact Name _____ **Phone** _____

Description of Construction _____ **Check one of the following.**

Automatic Sprinkler System Plans, 3 Sets for Commercial, 5 Sets for Residential

All automatic sprinkler systems shall be installed per the 2012 International Fire Code, as amended by City of Prescott, NFPA 13 and other national standards that may apply. Modifications of up to 20 heads.

Modifications greater than 20 heads. Single Family & Duplex Residential sprinkler system plans.

An Arizona registrant, NICET level III or IV must seal NFPA 13 plans.

An Arizona registrant, NICET level II or higher must seal NFPA 13D and 13R systems.

Automatic Fire Alarm System Plans, 3 Sets

All commercial fire alarm systems shall be installed per the 2012 International Fire Code as amended by City of Prescott, NFPA 72 and other national standards that may apply. Modifications of 7 or more devices. Arizona registrant or NICET Level III or higher must seal plans. Installation requires NICET Level I on site during installation, inspection, repairs and testing.

Underground Fire Line Plans, 3 Sets

All underground fire lines shall be installed per the 2012 International Fire Code as amended by City of Prescott, NFPA 24, YAG Standards and other national standards that may apply. All plans must be sealed by an Arizona registrant.

Kitchen Hood Suppression System Plans, 3 Sets

All kitchen hood suppression systems shall be installed per the 2012 International Fire Code as amended by City of Prescott, and other national standards that may apply. Installations requiring more than one inspection and performance test will be charged an additional \$50 for each subsequent inspection. Plans for the hood and duct shall also be submitted to the City of Prescott Building Department for review under a separate permit.

Paint Spray Booth Suppression System Plans, 3 Sets

All paint spray booth suppression systems shall be installed per the 2012 International Fire Code as amended by City of Prescott, and other national standards that may apply. Installations requiring more than one inspection and performance test will be charged an additional \$50 for each subsequent inspection. Plans for spray booths shall also be submitted to the City of Prescott Building Department for review under a separate permit.

Other Fire Protection Systems: _____

FD Use Only

Date Reviewed _____ Reviewed By _____

Comments Forwarded to Building _____ Comments Forwarded to Submitter _____

Plans Approved _____ Plans Not Approved _____



FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) QUESTIONNAIRE

Building Permit #: _____

Applicant/Owner Name: _____

Site Address: _____

Description of Work: _____

Assessor's Parcel Number(s) (APN): _____

Subdivision Name: _____ **Lot/Unit Number:** _____

1. Is this property located in a Special Flood Hazard Area (SFHA)? _____ Yes _____ No

If yes, what SFHA Zone is the property in? _____ AE _____ A

If no, please skip to the signature portion of this form at the bottom of the page. No further information is necessary.

2. Are you building a new structure or an addition to an existing structure which would increase the building footprint? If

yes, please enter total square footage: _____

3. Are you remodeling an existing structure? If yes,

What is the value of the existing structure? \$_____

What is the value of the remodel work? \$_____

I/We understand that if any portion of the above mentioned parcel is located in the Special Flood Hazard Area (SFHA) I am required to submit both an "Under Construction Elevation Certificate" prior to the Under Slab Combination Inspection and a "Completed Elevation Certificate" prior to the building final inspection. No Certificate of Occupancy may be issued by the City without these documents being submitted and approved by the City of Prescott.

Signature

Date