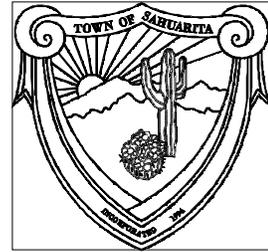


Town of Sahuarita

375 W. Sahuarita Center Way
Sahuarita, Arizona 85629
520-822-8866
<http://www.sahuaritaaz.gov>



Model Plan Submittal Checklist

The following items are required and submittals must be complete before accepted for review.

For current codes and amendments please visit our website at: <http://sahuaritaaz.gov/buildingsafety>.

- Completed Town of Sahuarita Permit Application**
 - Permit application can be found online at <http://sahuaritaaz.gov/buildingsafety>
 - Sign and date the application
 - Plan check fee must be paid at time of submittal
- 2 Copies of Drawings**
 - Cover sheet with index and all options listed
 - Floor Plans
 - Elevations
 - Building Sections
 - Foundation Plans
 - Framing Plans
 - Mechanical Plans
 - Plumbing Plans
 - Electrical Plans
 - Fire Sprinkler Plans and Hydraulic Calculations, if applicable
- 2 Copies of Structural Calculations**, when designed by an engineer
 - 2 Copies of Truss Calculations**, deferred truss submittals will be accepted; please note on cover sheet.
 - If there is an architect and engineer of record, truss calculations **must** bear a shop drawing stamp showing this review has been done. A plan review will not be required but truss calculations **must** be submitted for permit number identification by the Town prior to scheduling the shear bracing/exterior framing inspection.
 - If there is no architect or engineer of record, a plan review will be required. Truss calculations **must** be submitted and reviewed by the Town prior to scheduling the shear bracing/exterior framing inspection so schedule accordingly.
 - Truss layout **must** accompany truss calculations.
- 2 Copies of Energy/Manual D & J Calculations**
- 1 Copy of Soils Report**, if structural calculations reference a soils report
- Completed Contractor Form**
 - Provide contractor's/subcontractor's license number and Sahuarita business license number
 - Any business doing work in the Town of Sahuarita requires a business license. There is currently no cost for a business license. Please contact the Clerk's office at 520-822-8801 for further assistance.

Note:

- The Town of Sahuarita Planning and Building Department must approve the Model Plan before a Single Family Residence (SFR) permit will be issued.
- Review for zoning requires building heights shown on elevations.
- Fire sprinklers are required if residence exceeds 3600 square feet (includes living, garage and porches enclosed on three sides).