

# TOWN OF SPRINGERVILLE

## PLAN/DESIGN REVIEW (BUILDING PERMIT) APPLICATION

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

SITE ADDRESS:	
PARCEL #:	ZONING CLASSIFICATION:
OWNER NAME:	OWNER PHONE #:
OWNER MAILING ADDRESS (INCLUDE CITY, STATE, ZIP CODE):	
CHECK ONE: RESIDENTIAL___ COMMERCIAL___	TOTAL ACREAGE:
SQUARE FOOTAGE OF PROJECT:	EST. MATERIALS COST:
CHECK ALL THAT APPLY: PLAN___ DESIGN___ COMBINED___	
BRIEF DESCRIPTION OF PROJECT:	
CONTRACTOR BUSINESS NAME:	
CONTACT NAME:	LICENSE #:
CONTRACTOR MAILING ADDRESS:	PHONE #:
CITY, STATE, ZIP CODE:	EMAIL ADDRESS:

SUBMITTAL OF THIS APPLICATION CONSTITUTES CONSENT OF THE APPLICANT IN GRANTING TOWN OF SPRINGERVILLE STAFF ACCESS TO THE SUBJECT PROPERTY DURING THE COURSE OF PROJECT REVIEW. NO FURTHER CONSENT OR NOTICE SHALL BE REQUIRED.

I HEREBY CERTIFY THAT THE INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT, AND AGREE TO ABIDE BY THE REGULATIONS OF THE TOWN OF SPRINGERVILLE AND THE STATE OF ARIZONA

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

**FOR OFFICE USE ONLY**

APPLICATION RECEIVED DATE:	RECEIVED BY:
REVIEWED BY:	DATE:
APPROVED ___ DENIED ___	
FEES RECEIVED BY:	DATE:

# TOWN OF SPRINGERVILLE EXEMPTIONS FROM LICENSING

I AM CURRENTLY A LICENSED CONTRACTOR:

NAME \_\_\_\_\_ LICENSE NO. ROC \_\_\_\_\_  
LICENSE CLASS \_\_\_\_\_ TITLE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

I AM EXEMPT FROM ARIZONA CONTRACTOR'S LICENSE LAWS ON THE BASIS OF THE LICENSE EXEMPTIONS CONTAINED IN A.R.S. §32-1121A, NAMELY: (PLEASE INITIAL)

\_\_\_\_\_ A.R.S. §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. §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 CONTRACTOR'S NAMES AND LICENSE NUMBERS WILL BE INCLUDED IN ALL SALES DOCUMENTS.

\_\_\_\_\_ OTHER (PLEASE SPECIFY): \_\_\_\_\_

I UNDERSTAND THAT THE EXEMPTION PROVIDED BY A.R.S §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 \$1,000 OR MORE

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 \_\_\_\_\_ 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. §13-2704.**

# TOWN OF SPRINGERVILLE

## PLAN/DESIGN REVIEW (BUILDING PERMIT) INFORMATION

### REQUIREMENTS:

A MINIMUM OF TWO (2) IDENTICAL COPIES OF THE PLANS; ONE TO BE RETAINED BY THIS OFFICE AND ONE TO BE RETURNED TO APPLICANT UPON APPROVAL. (APPLICANT MAY SUBMIT MORE THAN THE TWO (2) COPIES TO HAVE STAMPED TO PROVIDE TO ANY SUBCONTRACTORS ETC.) PAGES SHALL MEASURE NOT MORE THAN TWENTY-FOUR (24) INCHES BY THIRTY-SIX INCHES, DRAWN TO A SCALE AND NOT SMALLER THAN FORTY (40) FEET TO THE INCH WHICH INCLUDES THE FOLLOWING:

- **SITE PLAN:** SHOWING THE LOCATION OF THE PROPOSED BUILDING; ANY EXISTING BUILDINGS OR STRUCTURES INCLUDING FENCES; SETBACKS; PROPERTY LINES; LOCATIONS OF EXISTING AND PROPOSED UTILITIES; LOCATIONS OF EXISTING AND PROPOSED LANDSCAPING; LOCATIONS OF EXISTING AND PROPOSED DRIVEWAYS OFF-STREET PARKING AREAS.
- **FLOOR PLAN:** SHOWING THE LAYOUT OF EACH LEVEL OF THE BUILDING, INCLUDING ROOM SIZES, DOOR AND WINDOW LOCATIONS AND WALL PLACEMENTS.
- **EXTERIOR ELEVATIONS:** DRAWING SHOWING THE EXTERIOR OF THE BUILDING FROM ALL SIDES, INCLUDING DETAILS SUCH AS SIDING MATERIALS, LOCATIONS OF WINDOWS, DOORS AND VENTS.
- **FOUNDATION PLAN:** LAYOUT OF THE FOUNDATION, INCLUDING FOOTING DETAILS.
- **ROOF PLAN:** LAYOUT OF ROOF INCLUDE PITCHES, VALLEYS, AND PLACEMENT OF ANY PENETRATIONS. PROVIDE TRUSS CALCULATIONS AS WELL
- **ELECTRICAL PLAN:** LAYOUT OF ALL OUTLETS, SWITCHES, LIGHTING FIXTURES AND APPLIANCES ON EACH FLOOR, ALSO INCLUDE LOCATION AND SIZE OF ELECTRICAL PANEL.
- **PLUMBING PLAN:** LOCATIONS TO ALL FIXTURES AND PIPES INCLUDING WATER AND WASTEWATER. INCLUDE LOCATIONS OF WATER HEATER AND ANY APPLIANCES (I.E., DISHWASHER OR WASHING MACHINE) THAT REQUIRE WATER.
- **ADDITIONAL REQUIREMENTS:** IF BUILDING WILL HAVE ADDITIONAL FEATURES SUCH AS HVAC UNITS, GAS APPLIANCES, FIREPLACES ETC. PLEASE PROVIDE LOCATION, SPECIFICATIONS INCLUDING SIZE, VENTILATION, AS WELL AS ANY SURROUNDS ETC. FOR THESE ITEMS.
- **MATERIALS COST:** BUILDING PERMIT FEES ARE CALCULATED ON A SLIDING SCALE ACCORDING TO MATERIALS COST, APPLICANT CAN PROVIDE AMOUNT OR MAY BE CALCULATED OFF OF AVERAGE SQ. FT. COSTS.

### REMINDERS:

- ALL APPLICATIONS MUST CONFORM TO THE CURRENT IBC/UBC CODES ADOPTED BY THE TOWN, AS WELL AS THE CLIMATE AND GEOGRAPHIC DESIGN STANDARDS INCLUDED WITH THIS APPLICATION.
- ALL COMMERCIAL APPLICATIONS AND SOME RESIDENTIAL APPLICATIONS WILL BE FORWARDED TO THE FIRE DEPARTMENT FOR A REVIEW OF EXISTING FIRE CODES.
- THE TOWN DOES NOT ENFORCE DEED RESTRICTIONS; HOWEVER, WE RECOMMEND THAT YOU REVIEW ANY DEED RESTRICTIONS PRIOR TO BEGINNING A NEW BUILDING PROJECT. IT IS YOUR RESPONSIBILITY TO VERIFY IF THERE ARE ANY ADDITIONAL REQUIREMENTS, OR BUILDING REGULATIONS FOR YOUR PARTICULAR PROPERTY THAT YOU SHOULD BE AWARE OF.

**REVIEW PROCEDURE:**

THE ZONING ADMINISTRATOR SHALL HAVE TEN (10) WORKING DAYS FROM SUBMISSION OF THE PLAN OR APPLICATION TO REVIEW AND APPROVE, CONDITIONALLY APPROVE, OR DENY SAID PLAN OR APPLICATION BASED ON ITS COMPLIANCE WITH ALL ORDINANCES AND MASTER PLANS OF THE TOWN, AND TO NOTIFY THE DECISION EITHER VERBALLY OR IN WRITING. THE ZONING ADMINISTRATOR MAY CHOOSE TO OBTAIN THE OPINION OF THE PLANNING AND ZONING COMMISSION; IN WHICH CASE A DECISION MUST BE RENDERED WITHIN FIVE (5) DAYS OF COMMISSION REVIEW, THE DECISION SET FORTH IN DETAIL, THE REASONS FOR DENIAL, OR IN THE EVENT OF A CONDITIONAL APPROVAL, THE CHANGES OR ADDITIONS WHICH ARE NECESSARY TO MAKE THE PLAN ACCEPTABLE.

ALL COPIES OF THE APPROVED PLAN, WITH ANY CONDITIONS SHOWN THEREON, OR ATTACHED THERETO, SHALL BE DATED AND SIGNED BY THE ZONING ADMINISTRATOR. ONE COPY OF SAID APPROVED PLAN AND CONDITIONS MAY BE MAILED TO THE APPLICANT AND ONE COPY SHALL BE FILED WITH THE BUILDING INSPECTOR.

**EXPIRATION:**

- A. SIX MONTHS FROM THE DATE OF APPROVAL A PLAN OR APPLICATION BECOMES VOID IF A BUILDING PERMIT HAS NOT BEEN ISSUED
- B. AN EXTENSION OF APPROVAL MAY BE GRANTED IF THE APPLICANT FILES FOR AN EXTENSION PERIOD PRIOR TO THE EXPIRATION AND THE EXTENSION IS GRANTED.

**INSPECTIONS:**

**PLEASE CALL A MINIMUM OF TWENTY-FOUR (24) HOURS IN ADVANCE TO SCHEDULE YOUR INSPECTION.**

**A LIST OF ALL REQUIRED INSPECTIONS FOR YOUR PROJECT WILL BE PROVIDED UPON REQUEST.**

# TOWN OF SPRINGERVILLE

## BUILDING HEALTH AND SAFETY

THE TOWN OF SPRINGERVILLE HAS ADOPTED THE 2015 EDITION OF THE INTERNATIONAL RESIDENTIAL BUILDING CODE, INTERNATIONAL BUILDING CODE, INTERNATIONAL FIRE CODE, INTERNATIONAL MECHANICAL CODE, INTERNATIONAL PLUMBING CODE, INTERNATIONAL GREEN BUILDING CODE, AND THE 2014 NATIONAL ELECTRICAL CODE.

### CLIMATE AND GEOGRAPHIC DESIGN FOR SPRINGERVILLE, AZ

- **ELEVATION:** 7,000 FT
- **WEATHERING:** MODERATE
- **TERMITE:** NONE TO SLIGHT
- **WINTER DESIGN TEMP:** 4 DEGREES
- **ICE BARRIER UNDERLAYMENT REQUIRED:** NO
- **FLOOD HAZARDS:** THE NFIP AS ADOPTED BY THE TOWN COUNCIL OF SPRINGERVILLE AND ADMINISTERED BY THE APACHE COUNTY ENGINEER
- **AIR FREEZING INDEX:** 1500
- **MEAN ANNUAL TEMP:** 56 DEGREES
- **WIND DESIGN:** SPEED: 90 MPH WITH 25 MPH SECONDARY GUSTS
- **EXPOSURE "B" TOPOGRAPHIC EFFECTS :** YES
- **BALCONIES (EXTERIOR) AND DECKS:** 40 PPSF
- **SEISMIC DESIGN CATERGORY:** B
- **FROST LINE DEPTH:** 18" BELOW FINISH GRADE (I.E., FOOTINGS, PLUMBING PIPES, AND TRENCHING)

### SNOW LOADS

**REQUIRED ROOF SNOW LOAD: 32 PPSF (4/12 PITCH AND HIGHER)**

**REQUIRED GROUND SNOW LOAD: 34 PPSF**

**REQUIRED ROOF SNOW LOAD: 34 PPSF (UNDER 4/12 PITCH)**

**REQUIRED GROUND SNOW LOAD: 36 PPSF**

# TOWN OF SPRINGERVILLE

## PERMITS REQUIRED

AN APPLICATION RESULTING IN A BUILDING PERMIT AND INSPECTIONS IS REQUIRED FOR MOST RESIDENTIAL PROJECTS. FOR EXAMPLE, ANYTHING HAVING TO DO WITH STRUCTURAL, ELECTRICAL, PLUMBING OR FOUNDATIONS. A LICENSED GENERAL CONTRACTOR MAY HAVE TO OVERSEE THE PROJECT, AND ADDITIONAL SUBCONTRACTORS MAY BE REQUIRED FOR ELECTRICAL, PLUMBING, OR HVAC INSTALLATIONS.

IT IS THE HOMEOWNER/PROPERTY OWNER'S RESPONSIBILITY TO PROVIDE ACCEPTABLE PLANS OR INFORMATION TO OBTAIN A BUILDING PERMIT FOR:

- ALL NEW RESIDENTIAL BUILDINGS
- ELECTRICAL RECONNECTIONS, SERVICE INCREASES, PANEL REPLACEMENT OR REPAIR
- ALL PLUMBING
- WATER HEATER INSTALLATION (INCLUDING REPLACEMENTS)
- GAS LINE PRESSURE TESTS (NEW OR REPLACEMENT LINES)
- FURNACES, HEAT PUMPS, AIR CONDITIONERS OR EVAPORATIVE COOLERS (NEW ONLY). NOTE: LOAD AND SIZING CALCULATIONS ARE REQUIRED FOR NEW **AND** REPLACEMENT HVAC EQUIPMENT.
- ALL RESIDENTIAL WALLS OR FENCES MUST HAVE A SITE PLAN REVIEW FOR ZONING COMPLIANCE. ADDITIONALLY, WALLS AND FENCES OVER 6 FEET TALL REQUIRE A BUILDING PERMIT WITH A STRUCTURAL ENGINEERED DESIGN.
- METAL, AND SOME PRE-ASSEMBLED BUILDINGS, REQUIRE STAMPED ENGINEERED PLANS
- DETACHED ACCESSORY STRUCTURES OVER 200 SQUARE FEET
- PORCHES, ADDITIONS, OR GARAGES
- REMODELING OF EXISTING STRUCTURES THAT INCLUDE PLUMBING, ELECTRICAL, FOUNDATION, OR STRUCTURAL CHANGES
- DEMOLITION OF EXISTING STRUCTURES

THE PLANNING AND ZONING DEPARTMENT WILL REVIEW PLANS OR APPLICATION SUBMITTED BY THE CUSTOMER, BUT WE CANNOT DESIGN THE PLANS FOR YOU. IF YOU NEED HELP IN DESIGNING A PLAN, YOU WILL NEED TO CONTACT A DESIGN PROFESSIONAL. PLEASE NOTE ALL PLANS SUBMITTED WILL NEED TO CONFORM TO THE CURRENT TOWN BUILDING CODE. FOR PROPERTY DEVELOPMENT STANDARDS, PLEASE CONTACT THE PLANNING AND ZONING DEPARTMENT.

**RENTAL UNITS ARE CONSIDERED COMMERCIAL PROPERTY AND ALL COMMERCIAL PERMITS WILL REQUIRE A COMMERCIAL LICENSED CONTRACTOR.**

**WORK THAT HAS ALREADY BEEN COMPLETED WITHOUT A PERMIT:**

IT IS POSSIBLE TO OBTAIN A PERMIT FOR WORK THAT HAS ALREADY OCCURRED, HOWEVER THE SAME REQUIRES WILL APPLY AS ABOVE. DEPENDING ON CIRCUMSTANCES, ACCORDING TO TOWN CODE, YOU MAY ALSO BE CHARGED DOUBLE THE ORIGINAL PERMITTING FEE FOR DOING THE WORK WITHOUT OBTAINING A BUILDING PERMIT FIRST.