



DEPARTMENT OF ENVIRONMENTAL RESOURCES
PERMITS AND REVIEW DIVISION



PLAN SCREENING
SINGLE FAMILY DWELLING AND GRADING

Project Name _____
Street Address of Worksite _____
Land/Tax Account Number _____

PLAN DISTRIBUTION

(Legible Plans-Recommend 1/8 or 1/4 Scale on 24" x 30" Sheet)

- Y / N Landscaping plans (2) to M-NCPPC (If applicable)
- Y / N Stormwater concept approval letter
- Y / N Approved Storm Drain Plans (if required in concept letter)
- Y / N Approved tree conservation plans or exemption (3) 1- M-NCPPC/ 2- DER
- Y / N Site Plans (6) 2- DER/ 2- M-NCPPC/ 1- DPW&T/ 1-HEALTH
- Y / N Approved sediment control plans (1)
- Y / N Complete set of Architectural and Structural plans (2) DER
- Y / N Are there architectural plans on file (plans valid 1 calendar yr.)? REF# _____
- Y / N Original signature and seal on mechanical plans (2) to DER (note scale on all plans)

SITE PLAN CHECK

- | | |
|---|---|
| Y / N Site plan legend | Y / N Signed /Sealed Certificate of drainage compliance |
| Y / N Disturbed area statement | Y / N Signed / Sealed Certificate of grading compliance |
| Y / N Limits of disturbance | Y / N Legible signature & seal of plan preparer |
| Y / N Building dimensions/spot elevations | Y / N Overall grading permit. |
| Y / N Building square footage | Permit # _____ |
| Y / N Retaining wall cross sections (if applicable) | |
| Y / N Geotechnical Report (if applicable) | |
| Y / N Existing & proposed contours and driveway slopes (labeled with datum) | |

BUILDING CHECK

- | | |
|--|---|
| Y / N Front Elevation w/options | Y / N Foundation plan w/ options |
| Y / N Rear Elevation w/options | Y / N 1 st floor plan w/options |
| Y / N Left Elevation w/options | Y / N 2 nd floor plan w/options |
| Y / N Garage Floor plan w/options | Y / N Basement floor plan |
| Y / N 1 st floor framing plan | Y / N Building Section |
| Y / N 2 nd floor framing plan | Y / N Stair Detail-including rise/run dimension |
| Y / N Roof Framing plan | Y / N Typical Wall Section |
| Y / N Sprinkler system | Y / N Rafter/Truss Detail |
| | Y / N Wind Bracing |

***Note: Per new legislation CB-94-2004 & CB-87-2004, a soil report and water table report will be required prior to building permit issuance for all new single-family houses with a proposed basement.**

APPLICANT MUST PROVIDE

Total Area to be Disturbed (in acres) _____

Use Group _____ Construction Type _____ Gross Building Area _____ (S.F.)

FILING FEE

New Building	\$	<u>800</u>
Grading	\$	<u>25</u>
M-NCPPC	\$	<u>5</u>
TOTAL	\$	<u>830</u>

These fees are an approximate. Remainder of permit fees will be set prior to permit issuance.

Date Prepared: _____

Time In: _____

Time Out: _____

Y/N Plans accepted for application

Plan Screening Checklist Prepared By: _____ Date: _____