

## **MINIMUM SUBMISSION CRITERIA FOR SITE AND CONSTRUCTION PLANS FOR APPLICATION OF A BUILDING PERMIT TO CONSTRUCT ONE & TWO FAMILY DWELLINGS**

GENERAL BUILDING PERMIT APPLICATION COMPLETED WITH THREE (3) SETS OF CONSTRUCTION DRAWINGS WITH ATTACHED SITE PLANS ARE TO BE SUBMITTED ON STANDARD PAPER SIZED AT A MINIMUM 24" X 36". STANDARD SCALE, LEGIBLE AND EASILY REVIEWED. A COPY OF THE CODE OF ORDINANCE CAN BE LOCATED ON THE GULFPORT WEB SITE [WWW.GULFPORT-MS.GOV](http://WWW.GULFPORT-MS.GOV)

### **SITE/CIVIL PLANS**

#### **SITE:**

- OVERALL DIMENSIONS OF THE PROPERTY AND COMPLETE DIMENSIONS OF ALL STRUCTURES
- IDENTIFY DISTANCE FROM THE PROPERTY LINES TO EACH STRUCTURE
- OFF-STREET PARKING
- INGRESS AND EGRESS
- SPECIAL FLOOD HAZARD AREAS TO INCLUDE ELEVATION CERTIFICATES WHEN REQUIRED

#### **DRAINAGE:**

- FINISHED FLOOR ELEVATION
- DRAINAGE PLAN, EXISTING AND PROPOSED GRADING ELEVATIONS AND DIRECTION OF FLOW OF SURFACE WATER

#### **WATER & SEWER:**

- LOCATION OF ALL EXISTING AND PROPOSED WATER AND SEWER SYSTEMS

#### **FIRE:**

- LOCATION OF EXISTING AND PROPOSED FIRE HYDRANTS

### **CONSTRUCTION PLANS**

#### **FOUNDATION DETAIL:**

- WIDTH AND DEPTH DIMENSIONS OF FOOTINGS, PIERS, COLUMNS, CHAIN WALLS AND SLABS
- PLACEMENT, SPACING, SIZE, LAPS, HOOKS AND BENDS OF REINFORMENT METAL
- MINIMUM COMPRESSIVE STRENGTH OF CONCRETE AT 28 DAYS
- SUB-BASE AND BASE FILL COURSES
- VAPOR BARRIER
- FOUNDATION VENTILATION
- FLOOR FRAMING PLAN (ENGINEERED DATA REQUIRED FOR TRUSS CONSTRUCTION)

#### **WALL SECTION DETAIL:**

- IDENTIFY ALL FIRE RESISTIVE WALLS WITH UNDERWRITERS LABORATORIES, FACTORY MUTUAL, GYPSUM ASSOCIATION, OR OTHER INDEPENDENT TEST LAB DESIGN NUMBER
- IDENTIFY ALL MATERIALS WHICH CONSIST OF THE WALL ASSEMBLY
- FIRE BLOCKING
- IDENTIFY ALL LOAD BEARING WALLS

#### FLOOR/CEILING DETAIL:

- IDENTIFY ALL FIRE RESISTIVE FLOOR/CEILING WITH UNDERWRITERS LABORATORIES, FACTORY MUTUAL, GYPSUM ASSOCIATION, OR OTHER INDEPENDENT TEST LAB DESIGN NUMBER
- IDENTIFY ALL MATERIALS WHICH CONSIST OF THE FLOOR/CEILING ASSEMBLY
- FIRE BLOCKING
- DRAFT STOPPING

#### ROOF/CEILING SECTION DETAIL:

- IDENTIFY ALL FIRE RESISTIVE ASSEMBLIES WITH UNDERWRITERS LABORATORIES, FACTORY MUTUAL, GYPSUM ASSOCIATION, OR OTHER INDEPENDENT TEST LAB DESIGN NUMBER
- IDENTIFY ALL MATERIALS WHICH CONSIST OF CEILING AND ROOF SYSTEMS
- CEILING JOISTS, RAFTERS OR TRUSSES (ENGINEERED DATA REQUIRED FOR TRUSS CONSTRUCTION)
- ROOF COVERING MATERIALS
- ATTIC VENTILATION
- ATTIC DRAFT STOPPING

#### ARCHITECTURAL ELEVATIONS:

- IDENTIFY EXTERIOR ELEVATIONS BY NORTH, SOUTH, EAST AND WEST

#### FLOOR PLAN:

- SHOW CRITICAL DIMENSIONS
- IDENTIFY EACH AREA OR ROOM BY USE
- BASIC FLOOR PLAN SHALL ALSO INCLUDE SIGNALING ALARM SYSTEMS
- INTERIOR FINISH SCHEDULE
- DOOR SCHEDULE
- WINDOW SCHEDULE

#### FIRE STOPPING:

- SHOW METHOD AND MATERIAL USED FOR ALL PENETRATIONS THROUGH ALL ASSEMBLIES, I.E. FLOORS, WALLS, CEILINGS

#### PLUMBING/GAS DETAIL:

- IDENTIFY AND LOCATE ALL PLUMBING FIXTURES, TYPE AND SIZE OF PIPES, VENTS, AND BACKFLOW PREVENTERS
- PROVIDE A ONE-LINE GAS ISOMETRIC DRAWING (IF APPLICABLE)

#### MECHANICAL DETAIL:

- PROVIDE COMPLETE MECHANICAL LAYOUT

#### ELECTRICAL DETAIL:

- FLOOR PLAN SHOWING LIGHTING WITH SWITCHES, RECEPTACLES, SPECIAL OUTLETS, SWITCHGEAR LOCATION, UNDERGROUND, UNDER SLAB CONDUITS, EMERGENCY SYSTEMS, ELECTRICAL SERVICE ENTRANCE

GENERAL NOTES:

- FAILURE TO SUBMIT PROPER DOCUMENTATION SHALL DELAY PLAN REVIEW AND ULTIMATE APPROVAL FOR BUILDING PERMIT.
- DEVELOPER/CONTRACTOR IS RESPONSIBLE TO LOCATE ALL PRIVATE UTILITIES RELATIVE TO CONSTRUCTION.
- DEVELOPER/CONTRACTOR/OWNER IS RESPONSIBLE FOR PAYMENT OF ANY WATER AND OR SEWER "TAP FEES" PROVIDING RECEIPT TO BUILDING CODE SERVICES PRIOR TO ISSUANCE OF ANY PERMIT.
- DEVELOPER/CONTRACTOR MUST OBTAIN AN APPROVAL FOR ANY PLACEMENT AND SIZING OF CULVERTS FROM THE DEPARTMENT OF ENGINEERING. CULVERTS FOR DUPLEXES MUST BE PROVIDED BY A PRIVATE ENGINEER.
- SMART CODE ZONED AREAS WILL REQUIRE ARCHITECTURAL REQUIREMENTS TO BE SHOWN SUCH AS COLORED ELEVATIONS, LANDSCAPING PLAN AND PARKING AREA REQUIREMENTS.
- THE ABOVE MAY NOT BE ALL INCLUSIVE