



RESIDENTIAL ADDITION CHECKLIST

Building Division • 100 N. Wilcox St., Castle Rock, CO 80104
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- Completed Application on <https://etrakitt9.crgov.com/>
 - Include name of owner and project address on each page
 - Submit a detailed narrative or scope of work explaining all proposed construction, installation, alterations, and demolition.
 - Architectural Plans** - Plans designed to the Town of Castle Rock adopted IRC and NEC codes, dimensions of all areas for each level (both covered and uncovered porch, deck, patio areas, garages, options, etc.), label all areas as to their use and indicate finished and unfinished, location and size of doors, windows and window wells, safety glazing, roof ventilation, crawl space and attic access, elevations, stair geometry, finished ceiling heights, sections, thermal envelope depiction, energy efficiency details and fire resistive construction, ...
 - Electrical details - Location of lights, fans, outlets, and GFCI's, carbon monoxide and smoke detectors and electrical panels.
 - Plumbing details - Show all plumbing fixtures and clearances, below grade sumps and ejectors, label all appliances.
 - Gas Pipe details - Include layout and calculations.
 - Mechanical details - Location of appliances and equipment, show clearances and access.
 - Energy compliance path – Choose either *Prescriptive*, *Simulated "Performance"* Alternative or Energy Rating Index "ERI" Compliance Alternative. Provide details; thermal envelope, insulation, fenestration, air leakage, duct insulation and duct sealing.
 - Engineered Foundation Plans** - Combined with architectural plans. Based on the lot specific soils report, include design criteria, applicable codes and amendments. Signed and sealed by a Colorado registered design professional.
 - Structural Framing** - Combined with architectural plans. Include design criteria, applicable codes and amendments. Signed and sealed by a Colorado registered design professional (other than prescriptive design). Include framing details for floor, wall, ceiling and roof construction, including but not limited to; sheathing, wall covering, braced walls, roof assemblies.
 - Geotechnical/Soils Report** - Lot specific. Signed and sealed by a Colorado registered design professional.
 - Roof Truss Calculations and Layouts** - Signed and sealed by a Colorado registered design professional.
 - Mechanical System Manual J/D/S** - Determination of overall heat loss and equipment sizing, duct sizing calculations and layouts.
 - Equipment Specifications** - Provide manufacturer's installation specifications for equipment and appliances.
 - Site plan with setbacks to property lines
 - TESC Plan** <http://www.crgov.com/DocumentCenter/View/24484/TESC-Manual-Appendix-I-Standard-Permit-App-pdf?bidId=>
 - Completed Residential Water Calculation.** <https://www.crgov.com/DocumentCenter/View/5754/Residential-Water-Fixture-Unit-Calculations-PDF?bidId=>
- ❖ **Deferred Submittals must have the prior approval of the building official and shall be listed on the code analysis. All deferred submittals must be reviewed and found to be in general conformance to the design of the building by the registered design professional in responsible charge and submitted for review by the building department prior performing the work.**