



HISTORIC PRESERVATION PROCESS NEW CONSTRUCTION

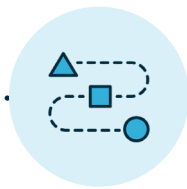
ABOUT THE APPLICATION

Thank you for your interest in submitting a **Historic Preservation (HP): New Construction** application. The following packet will provide general information to get started on your project and guide you through the application process from start to finish. The package is broken down into three sections: Information about the application, a visual diagram of the application process, and the application form.

We highly encourage you to work with our Planning staff prior to submitting an application. For questions regarding any of the information listed in this packet or to set up a pre-submittal meeting please contact us at historicpreservation@slc.gov or give us a call at (801) 535-7757.



Important Process
Information



Process Timeline



Application Form



STANDARDS FOR CERTIFICATE OF APPROPRIATENESS INVOLVING NEW CONSTRUCTION ([21A.34.020.H](#)):

The construction of a new principal building on a property located in a Local Historic District must be approved by the Historic Landmark Commission subject to the following standards of review:

1. Settlement Patterns and Neighborhood Character
2. Site Access, Parking, and Services
3. Landscape and Lighting
4. Building Form and Scale
5. Building Character
6. Building Materials, Elements and Detailing
7. Signage Location

Please reference the Zoning Ordinance for detailed information on the standards of review listed above.



SUBMITTAL REQUIREMENTS FOR NEW CONSTRUCTION

The Planning Division created a Submittal Requirements reference document to help applicants with their application process, **view the Submittal Requirements document on Page 10**. This document should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code, guideline and or rule requirements, whether or not described in this document.



CONCEPTUAL NEW CONSTRUCTION WORK SESSION (OPTIONAL)

A conceptual new construction work session is a voluntary, structured, collaborative, and non-binding public meeting where an applicant presents a concept for new construction of a principal building to the Historic Landmark Commission (HLC). **Applicants must request to participate in a conceptual new construction work session upon submittal of a new construction petition.**

Work sessions are intended to improve predictability and reduce the need for multiple public hearings by allowing a thorough analysis of complex issues, collaborative discussion, and early feedback from the Commission prior to a formal public hearing and decision-making.

Active participation by the applicant, staff and the HLC during a work session will result in a final proposal that meets the standards of new construction and any other associated processes. View the Submittal Requirements for [Conceptual Work Session Guide](#) for submittal guidance and examples.



CONSULTATION

If you have questions regarding the HP: New Construction regulations or process, please contact the Salt Lake City Planning Counter staff at historicpreservation@slc.gov or give us a call at (801) 535-7757. If you would like to discuss your development plan in more detail, you can request a pre-submittal meeting with Planning staff by contacting the Planning Counter.

Pre-submittal meetings are held on Thursdays in 30 minute slots between 1:30 and 3:30 pm.

PROCESS TIMELINE

Time Frame: 2 - 3 Months

Applicant
Staff



1. APPLICATION RECEIVED

Application submitted and pre-screened to ensure submittal requirements are met and fees are paid.



2. PLANNER ASSIGNED

Application reviewed by Planner to ensure complete documentation (if incomplete, the applicant will be provided a list of missing info to submit).

Time frame: 14 days



CONCEPTUAL WORK SESSION (OPTIONAL)

Process & Requirements



3. PUBLIC NOTICE

Public notices sent to nearby neighbors, property owners and Community Councils (when required by ordinance). Application routed to City Departments for review. **Time frame:** 12 days



4. APPLICATION MODIFICATIONS

Modifications based on public input & City Department review comments (if needed, applicant must submit updates). Minor issues will be conditions of approval.



5. PUBLIC HEARING

Public hearing scheduled, notices sent and staff report produced. **Time frame:** 21 days



7. BUILDING PERMIT PROCESS

Start of building permit process. Time frames determined by Building Services.
www.slc.gov/buildingservices



6. DECISION & APPEAL PERIOD

Public hearing held and decision made. 30 day applicant appeal period starts after decision, other affected parties must submit within 10 days.

Time frame: 10 days

DISCLAIMER: Application time frames may vary depending on current workload and complexity of applications. Incomplete or missing information on drawings and application forms will delay the process.

HP | NEW CONSTRUCTION

IMPORTANT INFORMATION



CONSULTATION

Available prior to submitting an application. For questions regarding the requirements, email us at historicpreservation@slc.gov.



SUBMISSION

Submit your application online through the [Citizen Access Portal](#). Learn how to submit online by following the [step-by-step guide](#).



REQUIRED FEES

- **\$2,982** filing fee per new building.
- Additional required notice fees will be assessed after submission.

APPLICANT INFORMATION

PROJECT NAME (optional)

SIGN UP FOR A WORK SESSION (optional)

☐ Yes ☐ No

ADDRESS OF SUBJECT PROPERTY

REQUEST

NAME OF APPLICANT

PHONE

MAILING ADDRESS

EMAIL

APPLICANT'S INTEREST IN PROPERTY (owner's consent required)

☐ Owner ☐ Architect ☐ Contractor ☐ Other

IF OTHER, PLEASE LIST

NAME OF PROPERTY OWNER (if different from applicant)

PHONE

MAILING ADDRESS

EMAIL

OFFICE USE

PETITION NUMBER

RECEIVED BY

DATE RECEIVED

DISCLAIMER: Please note that additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information required for staff analysis will be copied and made public, including professional architectural or engineering drawings, for the purposes of public review by any interested party.

ACKNOWLEDGMENT OF RESPONSIBILITY

1. This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application will be processed under the name provided below.
2. By signing the application, I am acknowledging that I have read and understood the instructions provided for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that the documents provided are considered public records and may be made available to the public.
3. I understand that my application will not be processed until the application is deemed complete by the assigned planner from the Planning Division. I acknowledge that a complete application includes all of the required submittal requirements and provided documents comply with all applicable requirements for the specific applications. I understand that the Planning Division will provide, in writing, a list of deficiencies that must be satisfied for this application to be complete and it is the responsibility of the applicant to provide the missing or corrected information. I will keep myself informed of the deadlines for submission of material and the progress of this application.
4. I understand that a staff report will be made available for my review prior to any public hearings or public meetings. This report will be on file and available at the Planning Division and posted on the Division website when it has been finalized.

NAME OF APPLICANT

PHONE

MAILING ADDRESS

EMAIL

APPLICATION TYPE

SIGNATURE

DATE

LEGAL PROPERTY OWNER CONSENT

If the applicant is not the legal owner of the property, a consent from property owner must be provided. Properties with a single fee title owner may show consent by filling out the information below or by providing an affidavit.

Affirmation of sufficient interest: I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

LEGAL DESCRIPTION OF SUBJECT PROPERTY

NAME OF OWNER

EMAIL

MAILING ADDRESS

SIGNATURE

DATE

1. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
2. If a joint venture or partnership is the fee owner, attach copy of agreement authorizing action on behalf of the joint venture or partnership.
3. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CC&Rs.

DISCLAIMER: Be advised that knowingly making a false, written statement to a government entity is a crime under Utah Code Chapter 76-8, Part 5. Salt Lake City will refer for prosecution any knowingly false representations made pertaining to the applicant's interest in the property that is the subject of this application.

Please refer to the [Submittal Requirements for New Construction Guide](#) included with this application and provide all required information. Confirm that you have included each of the requirements listed below by adding a check mark for each item.



For Conceptual Work Session: Submit all materials listed “**For Work Session**” in each section below. Use the [Submittal Requirements for Conceptual Work Session Guide](#) for submittal guidance and examples. City feedback will be provided to the applicant after the work session is held. Revised materials should be submitted along with all items listed “For Full Submission”. If you are not participating in the Conceptual Work Session, submit all requirements listed “**For Full Submission**” in each section below.

CHECK	STAFF	REQUIREMENTS (21A.34.020.F.2.D)
PROPERTY DESCRIPTION & PROPOSAL		
☐	☐	For Work Session Provide the property address and legal description of the property. Include a detailed project description that describes the proposal.
☐	☐	For Full Submission - Legal description of your property. - Description of your proposal and any modifications to the base zoning requested (To determine if any modifications are needed reference Section 3 of the Submittal Requirements document). - Description of how your project meets review standards (21A.34.020.H) with citation of supporting adopted Design Guidelines for properties in Local Historic Districts (see Section 4 of the Submittal Requirements document for details).
STANDARDS COMPLIANCE		
☐	☐	For Work Session Provide zoning compliance and include any anticipated modifications to base zoning. Provide a narrative that details how the project complies with review standards (21A.34.020.H.1, 2, 4, and 5), citing relevant adopted Design Guidelines for Local Historic Districts.
☐	☐	For Full Submission Written description of zoning regulation compliance (Proposed Development): See Section 3 and 4 of the Submittal Requirements document for details.

CHECK	STAFF	REQUIREMENTS (21A.34.020.F.2.D)
PHOTOGRAPHS (EXISTING CONDITIONS)		
☒	☐	For Work Session Submit photographs of the current site conditions and neighborhood context. Include photos of abutting principal structures and any existing structures on the site. Historical photographs may be obtained from the Salt Lake County Archives.
☐	☐	For Full Submission - Photographs of existing building(s) if available (contact the Salt Lake County Archives at archives@saltlakecounty.gov or (385) 468-0820 for historic photographs and information) - Current photographs of each side of the building. - Close up images of details that are proposed to be altered.
SITE PLAN		
☒	☐	For Work Session Provide a scaled site plan displaying property lines, lot dimensions, adjacent streets/alleys, and all existing/proposed structures. The plan must include dimensioned setbacks, total lot coverage percentages, vehicular and pedestrian access, and surface parking locations.
☐	☐	For Full Submission Context Plan (Existing Conditions): Show property lines, building footprints, front yard setbacks, adjacent streets and alleys, historic district boundaries, contributing/noncontributing structures and landmark sites. (See Section 1 of the Submittal Requirements document for details). Site Plan (Existing Conditions): Show property lines, site dimensions, topography, adjacent streets, alleys, and walkways, existing buildings and structures, existing building setbacks, significant features/trees, utilities and other easements, etc. (See Section 2 of Submittal Requirements document for details). Site Plan (Proposed Development): Include property lines, site dimensions, topography, adjacent streets, alleys, and walkways, landscaping and buffers, existing buildings and structures, proposed building and structures, lot coverage % of structures, proposed grade changes, proposed setbacks. (See Section 5 of the Submittal Requirements document for details).

CHECK	STAFF	REQUIREMENTS (21A.34.020.F.2.D)
		ELEVATION DRAWINGS
☐	☐	For Work Session Conceptual Elevation Drawings: Include dimensioned drawings showing proposed building heights (including rooflines/parapets), windows and doors, and external features like balconies, porches, and stairs.
☐	☐	For Full Submission Elevation Drawings (Proposed Development): - Detailed elevation, sections and profile drawings with dimensions drawn to scale. - Show type of construction, and materials. - Design and dimension for details such as railings, posts, roofing, siding, porch, windows, etc. - Show section drawings of windows and doors if new windows and doors are proposed. (See Section 7 of the Submittal Requirements document for details).
		STREETSCAPE STUDY
☐	☐	For Work Session Provide a study showing all existing and proposed principal structures on the block face, including height measurements for all structures.
☐	☐	For Full Submission Streetscape Study (Proposed Development): - Streetscape drawn to scale at a minimum 1:80. - Drawing should include 100 feet on both side of the subject property and show height, width, and building separation of the existing surrounding buildings and how they relate to the proposed work (if access to properties is limited, a photographic streetscape is allowed). - If new construction does not meet the front yard setback, graphically show the front yard setbacks of the block face (all buildings on one side of block between two intersecting streets). (see Section 6 of the Submittal Requirements document for details).
		MASSING STUDY
☐	☐	For Work Session A study illustrating the proposed construction in context with neighboring buildings from a pedestrian perspective.
		MATERIALS (PROPOSED DEVELOPMENT)
☐	☐	For Full Submission - List of proposed building materials. - Provide samples/and or manufacture brochures of all proposed materials. (See Section 8 of the Submittal Requirements document for details).

CHECK	STAFF	REQUIREMENTS (21A.34.020.F.2.D)
		3D MODELS (PROPOSED DEVELOPMENT)
☐	☐	For Full Submission • Show the new construction in relation to neighboring buildings. • Show the new construction from the pedestrian perspective (front and side facades). (see Section 9 of the Submittal Requirements document for details).
		BUILDING SECTIONS (PROPOSED DEVELOPMENT)
☐	☐	For Full Submission • Include building components (roof, walls, floors, foundations, etc.), for additions – relationship to existing building height, materials, roof slope, room names, finished grade elevation, bottom of footing elevation, openings (windows, doors, decks), top of floor sheathing elevation, top of top plate elevation, setbacks and property lines. (See Section 10 of the Submittal Requirements document for details).
		PLANNING PETITION DEVELOPMENT TRACKING FORM
☐	☐	For Full Submission • To help the Planning Division track development petition data, such as the number of new units built and the effectiveness of recent zoning amendments, please complete this form with information about the existing site and the proposed development.

INCOMPLETE INFORMATION WILL NOT BE ACCEPTED

INITIALS

DISCLAIMER: I acknowledge that Salt Lake City requires the items above to be submitted before my application can be processed. I understand that Planning will not accept my application unless all of the following items are included in the submittal package.

NEW CONSTRUCTION SUBMITTAL REQUIREMENTS

- 1 CONTEXT SURVEY & PLANS
- 2 SITE PLAN - Existing Conditions
- 3 BASE ZONING REGULATIONS
- 4 STANDARDS & GUIDELINES
- 5 SITE PLAN - Proposed Development
- 6 STREETScape STUDY
- 7 ELEVATION DETAILS
- 8 MATERIALS
- 9 3D MODELS
- 10 BUILDING SECTIONS

SUBMITTAL REQUIREMENTS

A current context plan provides information about the established development characteristics surrounding the subject property. The area shown in the context plan should include the street block, facing block, adjacent properties, and the adjacent block face when the subject property is a corner site, or as determined necessary by Planning Staff. **The following context information is required for any New Construction application:**

- Property Lines

Building Footprints

Front Yard Setback

Adjacent Streets & Alleys
- Historic District Boundaries

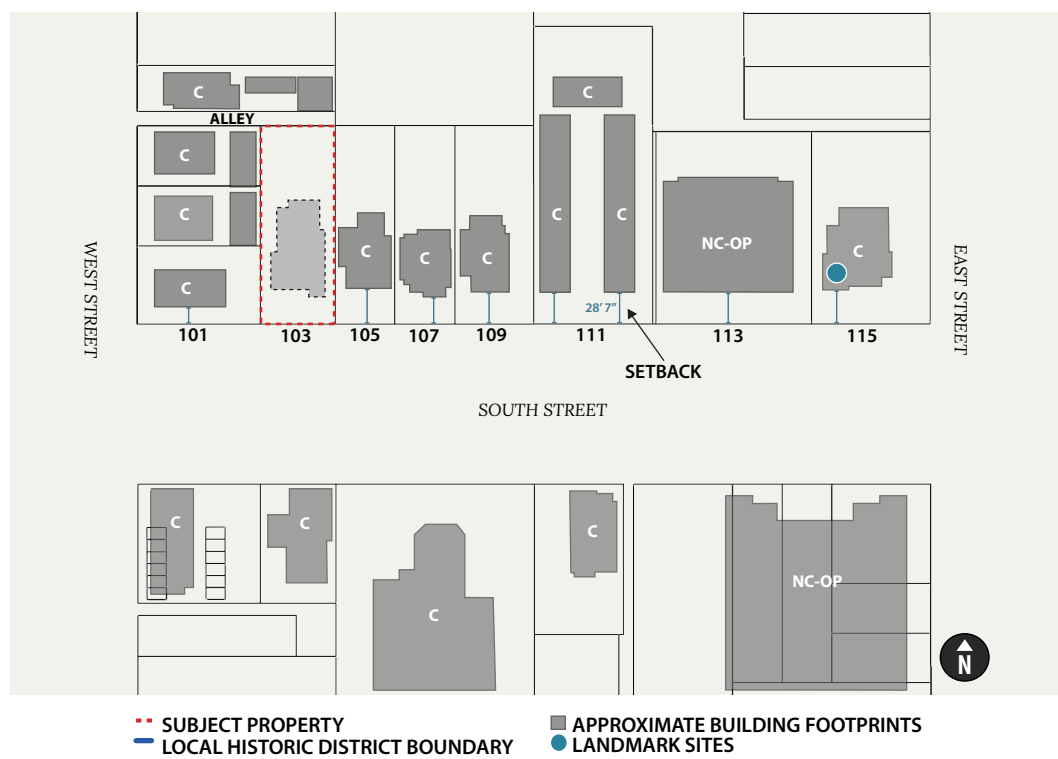
Contributing Buildings

Non-Contributing Buildings

Landmark Sites

**Contact Planning Staff at (801) 535-7700 to obtain information about the contributing status of structures.*

EXAMPLE OF CONTEXT PLAN FOR REFERENCE



ADDRESS	SETBACK	ADDRESS	SETBACK
101 E	15' 1"	109 E	28'
103 E	22' 4"	111 E	28' 7"
105 E	28'	113 E	28'
107 E	22'	115 E	28' 8"

SUBMITTAL REQUIREMENTS

A site plan provides information about the existing conditions of the subject property. The area shown on the site plan should include the subject property and properties adjacent to the site. **The following information is required for any New Construction application:**

Property Lines

Site Dimensions

Topography

Adjacent Streets, Alleys & Walkways

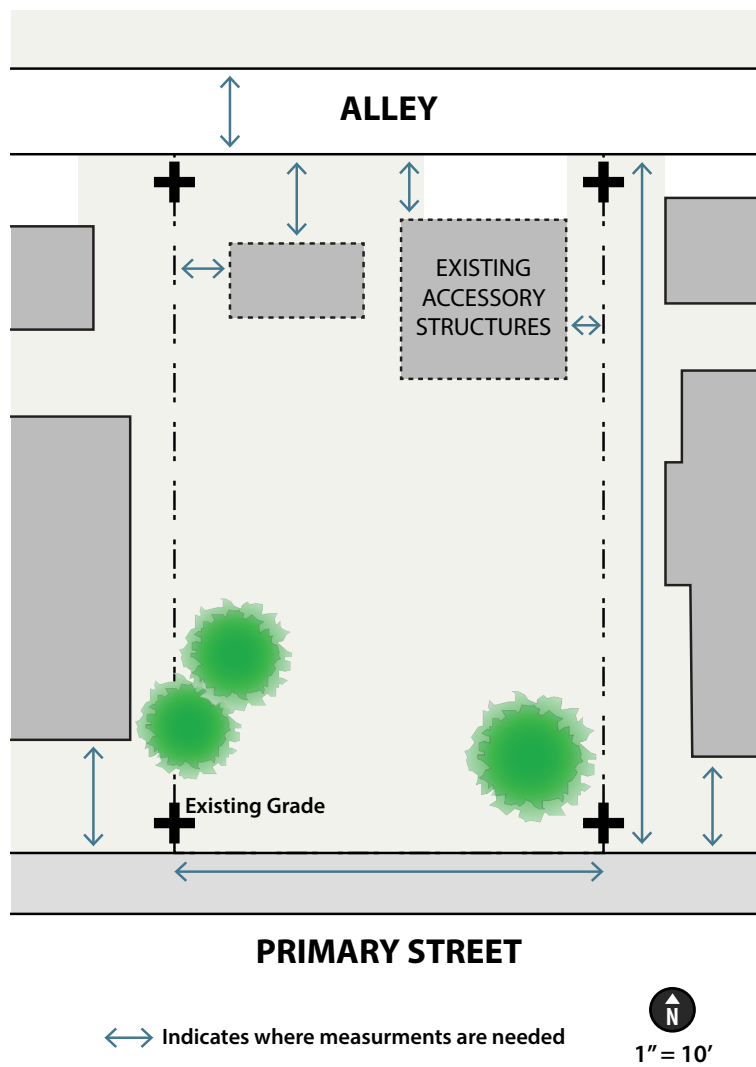
Existing Buildings & Structures

Existing Buildings & Setbacks

Significant Features/Trees

Utility of Other Easements

EXAMPLE SITE PLAN FOR REFERENCE



SUBMITTAL REQUIREMENTS

The project description should address the regulations of the applicable zoning district(s) of the subject property. When there is a conflict between the regulations of the base zone and the Historic Preservation Overlay zone, the Preservation Overlay zoning regulations shall supersede the base zone. **The table below can be used to help determine if the requested project meets the base zoning requirements for the property.**

BASE ZONING ORDINANCE STANDARDS

STANDARDS	PROPOSED	COMPLIES (Y/N)
Minimum Lot Area:	Minimum Lot Area:	
Maximum Lot Area:	Maximum Lot Area:	
Minimum Lot Width:	Minimum Lot Width:	
Maximum Building Coverage of all Principal and Accessory Structures:	Maximum Building Coverage of all Principal and Accessory Structures:	
Front Yard Setback:	Front Yard Setback:	
Rear Yard Setback:	Rear Yard Setback:	
Interior Side Yard Setback:	Interior Side Yard Setback:	
Maximum Building Height:	Maximum Building Height:	
Maximum Wall Height:	Maximum Wall Height:	
Required Landscaped Yards:	Required Landscaped Yards:	
Landscaped Buffer:	Landscaped Buffer:	

If there are parts of your proposal that do not comply with the base zoning standards, a modification will need to be requested. Modification requests should make the proposal more compatible with the Historic District than if the above base zoning district regulations were applied. An example of this might be if the base zone front yard setback requirement is 20 FT, but all structures on the block face have a 15 FT front yard setback, a modification for a 5 FT reduction to the front yard setback may make the proposal more compatible with the historic character of the streetscape. Please provide additional information and details in the project description/plans, to support any modification requests if applicable.

SUBMITTAL REQUIREMENTS

In considering an application for a Certificate of Appropriateness involving new construction, the Historic Landmark Commission will use the adopted design guidelines as a key basis for evaluation and determine whether the project substantially complies with each of the following standards of approval located in 21A.34.020.H of the zoning ordinance. The standards and guidelines help to ensure that the proposed project fits into the established context in ways that respect and contribute to the evolution of Salt Lake City’s architectural and cultural traditions.

Please provide a detailed narrative describing your proposal as it relates to the standards and guidelines. **Choose from the links below to download a review table of the design guidelines and standards applicable to your project.**

Single Family Residential Standards & Guidelines
A Preservation Handbook for Historic Residential Properties & Districts in Salt Lake City
[Entire Document](#) | [Chapter 12 - New Construction](#)

Multi-Family Standards & Guidelines | [Download Review Table](#)
Historic Apartment & Multifamily Buildings in Salt Lake City
[Entire Document](#) | [Chapter 12 - New Construction](#)

Commercial Standards & Guidelines
Design Guidelines for Historic Commercial Properties & Districts in Salt Lake City
[Entire Document](#) | [Chapter 13 - New Construction](#)

EXAMPLE OF STANDARDS & GUIDELINES MATRIX FOR REFERENCE

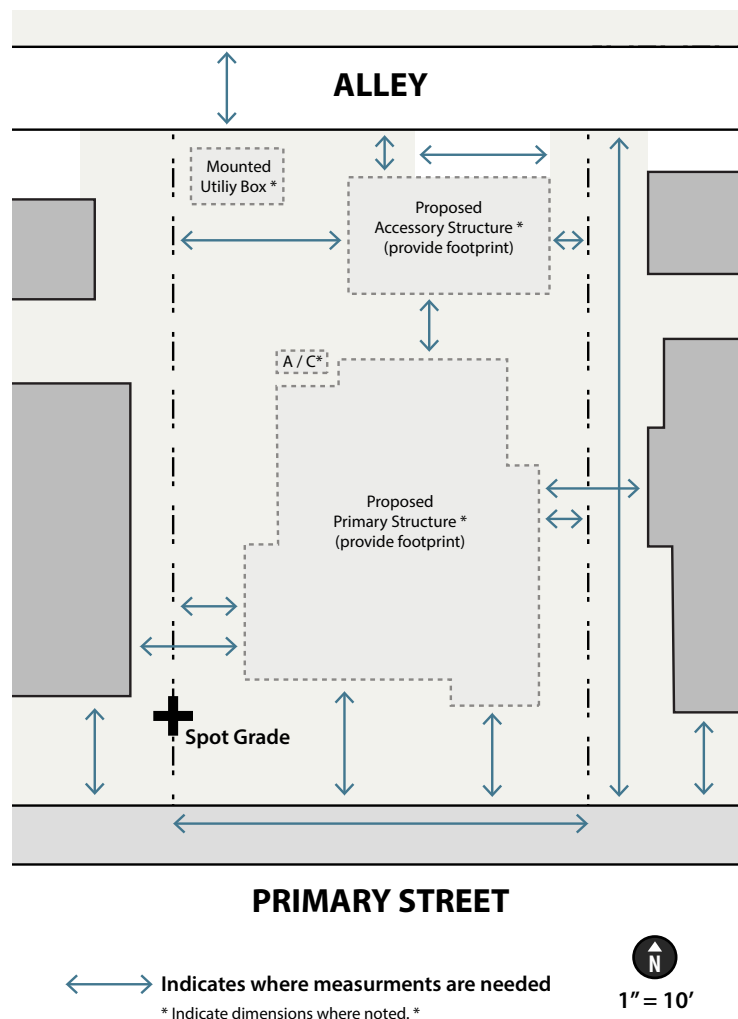
DESIGN STANDARDS	DESIGN GUIDELINES	APPLICANTS RESPONSE
1. Settlement Patterns & Neighborhood Character a. Block and Street Patterns The design of the project preserves and reflects the historic block, street, and alley patterns that give the district its unique character. Changes to the block and street pattern may be considered when advocated by an adopted city plan	Block, Street & Site Patterns - Design Objective The urban residential patterns created by the street and alley network, lot and building scale and orientation, are a unique characteristic of every historic setting in the city, and should provide the primary design framework for planning any new multifamily building. 12.1 The historic plan of streets and alleys, essential to the historic character of a district and setting, should be preserved and promoted. Consider the following: - Retain the historic pattern of smaller streets and alleys as a particular characteristic of the street block. - Reinstate sections of secondary street and/or alleys where these have been lost. - Design for the particular street patterns of e.g. Capitol Hill. - Respect and retain the distinctive tighter pattern of streets and alleys in The Avenues. - Refer to the specific design guidelines for the historic district for additional details and considerations. 12.2 The historic street pattern, as the unifying framework for a varied range of lot sizes and buildings, should be preserved and reinforced. - Retain historic alignments and widths wherever possible. - Plan the site to avoid adversely affecting the historic integrity of this pattern. 12.3 The historic street pattern, including the network of public and private ways within the street block, should be retained and reinforced. - Secondary streets and alleys maintain the historic permeability within the street block as a means of access and a historic setting for: - Direct and quieter street frontage for smaller buildings. - Rear access to the property and to accessory buildings. - An attractive focus for community social interaction. - An alternative and more intimate choice of routes, helping to reinforce a walkable and livable neighborhood.	Applicants Response
1. Settlement Patterns & Neighborhood Character b. Lot and Site Patterns The design of the project preserves the pattern of lot and building site sizes that create the urban character of the historic context and the block face. Changes to the lot and site pattern may be considered when advocated by an adopted city plan.	12.4 The pattern and scale of lots in a historic district should be maintained, as the basis of the historic integrity of the intricate 'fine grain' of the neighborhood. - Avoid assembling or subdividing lots where this would adversely affect the integrity of the historic settlement pattern. 12.5 A new apartment or multifamily building should be situated and designed to reinforce and enhance the established character, or master plan vision, of the context, recognizing its situation and role in the street block and building patterns. - Respect and reflect the scale of lots and buildings associated with both primary and secondary street frontages. - Site a taller building away from nearby small scale buildings. - A corner site traditionally might support a larger site and building. - A mid-block location may require careful design consideration to integrate a larger building with an established lower building scale. - Respect and reflect a lower scale where this is characteristic of the inner block.	Applicants Response

SUBMITTAL REQUIREMENTS

A site plan provides information about the proposed development on the subject property. The area shown on the site plan should include the subject property and properties adjacent to the site. **The following information is required for any New Construction application:**

Property Lines	Proposed Building & Structures (include Utility Box & A/C)
Site Dimensions	Lot Coverage % of Structures
Topography	Proposed Grade Changes
Adjacent Streets, Alleys & Walkways	Proposed Setbacks
Landscaping & Buffers	Parking Calculations
Existing Buildings & Structures	On-Site Parking Spaces

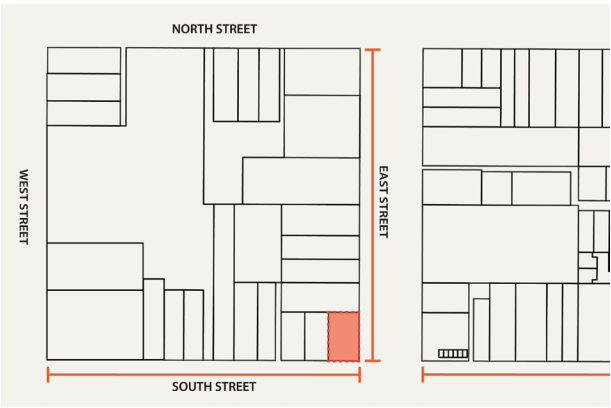
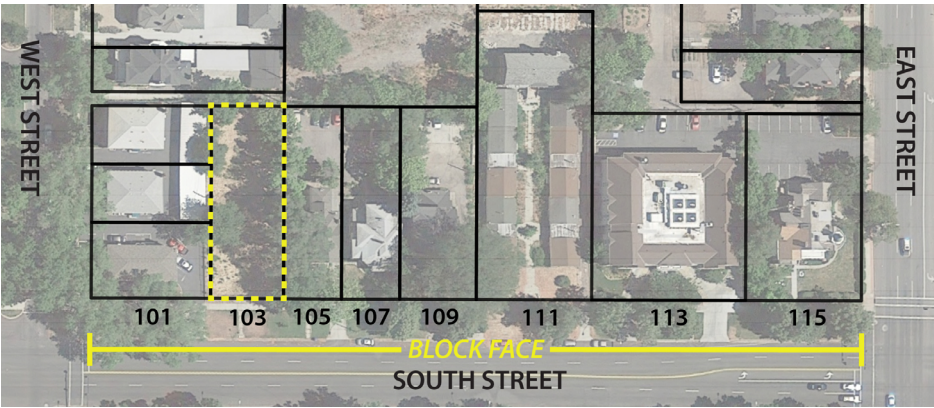
EXAMPLE SITE PLAN FOR REFERENCE



SUBMITTAL REQUIREMENTS

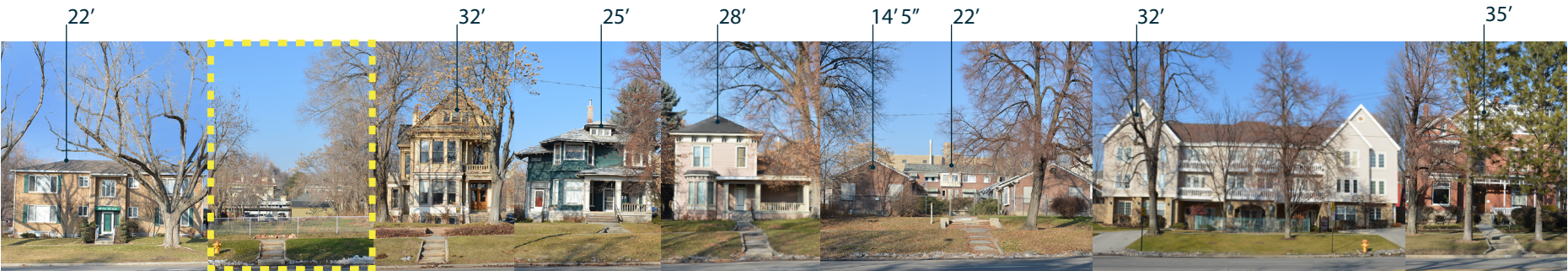
A streetscape study provides information on the existing streetscape to help ensure any new construction proposal is visually compatible with the existing streetscape in terms of massing and scale. A streetscape study should include building height measurements for each primary structure on the same side of the block as the proposal, and between two intersecting streets. Corner sites will be considered part of two block faces; In addition to the building heights on both block faces, building heights for a minimum of three additional structures on the block face adjacent to the site is required for corner properties. **Accurate representation of building height and any change in grade on the street elevation is required.**

Example of Corner Property



Note: This example shows the area that must be included in a streetscape study if the property is located on a corner.

EXAMPLE STREET SCAPE STUDY FOR REFERENCE



Street grade = 2%

SUBMITTAL REQUIREMENTS

Elevation plans are required for the north, south, east and west facades of any new structures. Plans must be drawn to a measurable scale. **The following elevation details are required for any New Construction application:**

- Building Height & Width*

Wall Height*

Clearly Label Proposed Work (Additions)

Dimensions of Architectural Treatments
(Eaves, windows, balconies, dormers, etc.)
- Fences & Retaining Walls

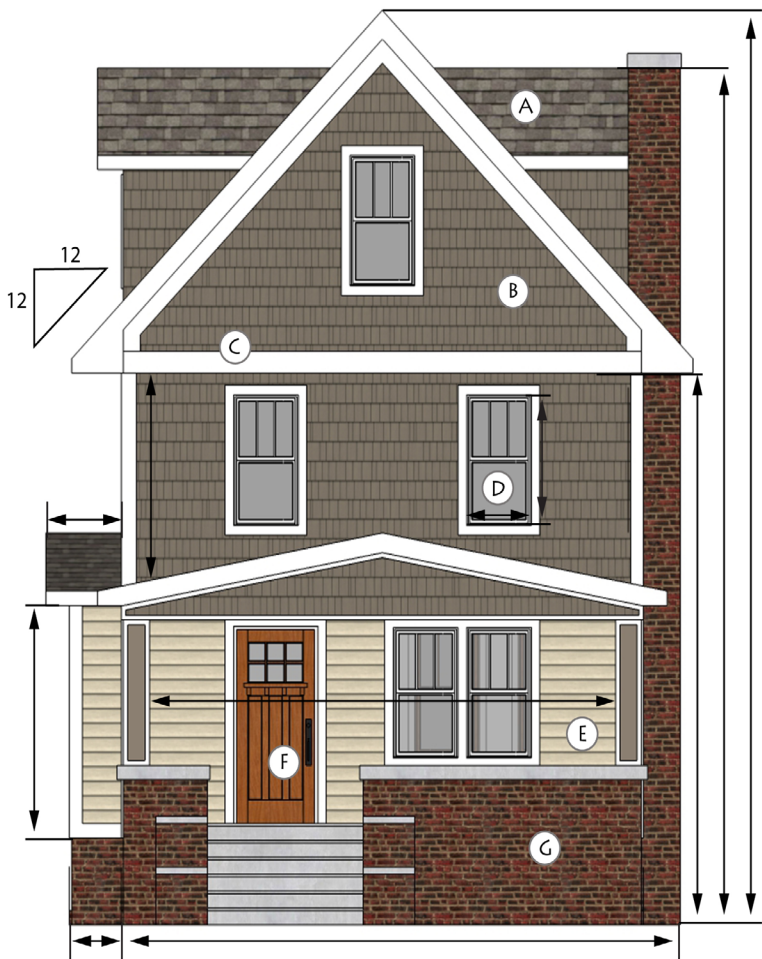
Existing & Finished Grade

Materials

Detailed Sections

**Refer to regulations in the applicable zoning district of the property for information on where height measurements should be taken from.*

EXAMPLE FRONT ELEVATION FOR REFERENCE



Front Elevation (North)

PROPOSED MATERIALS

(See individual spec sheets for more detail)

- A

Asphalt Shingles
- B

Cedar Shake Siding
- C

Sloped Wood Splash Edge
- D

Double Hung Wood Windows
w/ 4" Reveal
- E

Horizontal Wood Siding 5" Exposure
- F

Bungalow Series Wood Door - 6'8" x 3'
- G

Brick

SUBMITTAL REQUIREMENTS

Please submit information about the proposed materials. **The following are examples of information to submit for proposed facade materials:**

Spec Sheets for Each Proposed Material	Samples
Illustrative Photos	Dimensions - Reveals, Motor Joints, Etc.

EXAMPLE OF PROPOSED MATERIALS
(See individual spec sheets for more detail)

- A

Asphalt Shingles
- B

Cedar Shake Siding
- C

Sloped Wood Splash Edge
- D

Double Hung Wood Windows
w/ 4" Reveal
- E

Horizontal Wood Siding 5" Exposure
- F

Bungalow Series Wood Door - 6'8" x 3'
- G

Brick



SUBMITTAL REQUIREMENTS

3D drawings and models provide staff with information that is used to analyze the visual compatibility of the structure in terms of height, massing and scale. **The following details are required for New Construction projects:**

Neighboring Structures (may be in block form)

Pedestrian Perspective View (front and side facades)

EXAMPLE OF DIGITAL MODELS FOR REFERENCE



970 E 2ND AVENUE



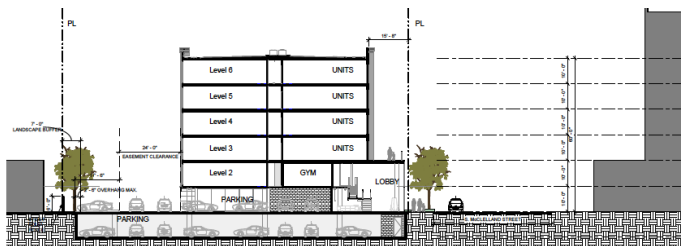
FAIRMONT APARTMENTS

SUBMITTAL REQUIREMENTS

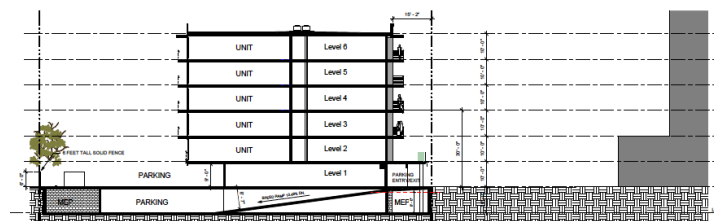
A building section shows a view along an imaginary line cut through the building, indicating structural and construction elements. Building sections help to describe the relationship between different levels of the building, and how the internal space will function. It demonstrates the relationship between interior space and exterior elements such as windows and door openings. **Use the following checklist to ensure your building section drawings are complete and provide enough information to verify compliance with the new construction standards. At a minimum, building sections must show:**

- | | |
|---|----------------------------------|
| Building Components (roof, walls, floors, etc.) | Finished Grade Elevation |
| Relationship to Existing Building (additions) | Bottom of Footing Elevation |
| Building Height | Openings (windows, doors, decks) |
| Materials | Top of Floor Sheathing Elevation |
| Roof Slope | Top of Top Plate Elevation |
| Names of Room Types | Setback & Property Lines |

EXAMPLE BUILDING SECTION FOR REFERENCE



Example Transverse Section



Example Longitudinal Section