



Building Division

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PLAN REVIEW COMMENTS Over-The-Counter Permits

Door/Window Replacement

- 1) Windows and doors shall be installed and flashed in accordance with AAMA 2400 standards or the fenestration manufacturer's written installation instructions, which shall be maintained on site at all times.
- 2) Exterior window and door frames and flashing shall not be altered or modified without fenestration manufacturer's written modification instructions therefor.
- 3) A minimum of 2 inspections will be required for the windows by the Building Division. Do not cover the fins with any trim until the first inspection has been approved to proceed.
- 4) New windows must exceed prior window U-value.
- 5) Windows must meet minimum egress.
- 6) Windows must be safety glazed in all hazardous areas per IRC 308.4
- 7) All penetrations must be thoroughly sealed.

Reroof

- 1) No more than 2 layers of roofing is permitted.
- 2) Install Roofing in accordance with manufacturers written instructions, which shall be maintained on site at all times.
- 3) If there are two layers of existing roofing, both must be removed in their entirety before adding new roofing material.
- 4) Do not obstruct or eliminate existing attic vents without providing approved replacement.
- 5) Apply flashing and drip edge in accordance with manufacturers written instructions.
- 6) Combustible shake roofing is not permitted.

- 7) Replace rotted, defective and decayed decking and trim prior to roofing installation.
- 8) Maintain site free of litter, trash and debris at all times.

Siding

- 1) Install siding, flashing and trim in accordance with manufacturer's written instruction.
- 2) Maintain copy of manufacturers written installation instructions on site at all times.
- 3) Seal all joints with approved sealant, rated for outdoor application.
- 4) Replace rotted, defective and decayed sheathing, soffit and trim prior to siding installation.
- 5) Do not obstruct weep holes in masonry or exterior windows or doors.
- 6) Do not obstruct exhaust vents, soffit vents, electrical service connections or foundation vents with siding.
- 7) Re-attach or install building number upon completion of the work.
- 8) Maintain site free of litter, trash and debris at all times.

Mechanical

- 1) Install mechanical equipment, vents and duct and insulate in accordance with manufacturers written instruction.
- 2) Maintain copy of manufacturers written installation instructions on site at all times.
- 3) Gas line pressure tests and inspection verification are required.
- 4) All new registers must be min 3' away from smoke detectors.
- 5) Condensate lines must have p-traps and air gaps.
- 6) Condensate overflows, and PRV's must terminate to an approved location.
- 7) Provide listed labeled tape at all ducting connections.

- 8) Provide gas shut off valve within 3' of all units.
- 9) All cook ranges must be installed with anti-tip devices.
- 10) Gas cook ranges must be installed per manufactures installation instructions regarding combustion air.
- 11) Vent termination must meet current codes per chapter 24 of IRC.

Plumbing

- 1) Provide seismic straps to hot water tank at top 1/3 and bottom 1/3 of unit.
- 2) Provide expansion tank to supply line.
- 3) Insulate all water lines located outside of the thermal envelope.
- 4) Provide R-10 foam insulation under hot water tanks, when located on a slab.
- 5) Provide drain pan and drain line when installed inside the building.