

Plan Review Submittal Requirements

Single Family and Town Homes Master Plan

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| <input type="checkbox"/> Master Plan Application | <input type="checkbox"/> Soils Report |
| <input type="checkbox"/> Architectural Plans | <input type="checkbox"/> Truss Drawings & Layout Sheet for all elevations |
| <input type="checkbox"/> Elevation for all options | <input type="checkbox"/> Energy Code Compliance Report |
| <input type="checkbox"/> Electrical Plans | <input type="checkbox"/> ACCA Manual J Report |
| <input type="checkbox"/> Foundation Plans | <input type="checkbox"/> ACCA Manual D Report |
| <input type="checkbox"/> Structural Plans | |

General Construction Plan Information

Plans shall include the following information:

- All plans/reports shall bear the seal and signature of a Colorado Design Professional.
- Model number or plan number shall be shown on the plans
- Plans shall include contact information for all design professionals
- Structural plans shall show typical framing conditions and identify all structural members.
- All braced wall lines shall be identified on the construction plans. Identification shall include bracing method, location and length of panels, and foundation requirements of the panels at the top and bottom
- Stair details
- Elevator details

Instructions for Electronic Submittal

All plans shall be in PDF format no other format will be accepted.

File size less than 4 MB

- E-Mail plans to buildings@cityofthornton.net

File size greater than 4 MB

- Contact a plans examiner at 303-538-7250 and get the address, user name and password for the City of Thornton File Transfer Site.
- Upload the submittal documents.
- Send the completed Master Plan Application via E-mail to the Building Inspection Division. E-mail address is buildings@cityofthornton.net. This alerts staff that plans have been uploaded.

Building Inspection Division 9500 Civic Center Drive Thornton, CO 80229 303-538-7250