



**BOROUGH OF KUTZTOWN**  
**COMMUNITY DEVELOPMENT OFFICE**  
**324 WEST MAIN STREET**      **PHONE: 610-683-3290**  
      **FAX: 610-683-3537**

## **CONSTRUCTION PLANS SHALL CONSIST OF THE FOLLOWING**

SITE PLAN  
FOUNDATION PLAN  
FLOOR PLANS  
FRAMING PLANS  
CROSS SECTION OF THE STRUCTURE  
HVAC, ELECTRICAL AND PLUMBING PLANS  
ELEVATION DRAWINGS – indicate heights and finished grade

Plans shall be to scale and all dimensions must be noted.  
Three (3) sets of complete construction plans, signed and sealed by a PA registered design professional, shall be submitted unless otherwise instructed.

## **PLAN REQUIREMENTS**

### SITE PLAN

- Size and location of all new construction and all existing structures on the site
- Distances from lot lines
- Established street grades and proposed finish grades

### FOUNDATION PLAN

- Soil type on construction site
- Footing size – include any interior piers or any other piers
- Footer – depth below frost line: 42-inch minimum, exterior drains
- Foundation – type, wall thickness, rebar size and spacing, wall height, height of unbalanced fill, type of coating (damp-proofing, water-proofing)
- Foundation anchoring – sill plate: type and size, anchor bolts/straps, size and spacing, joist clips
- Columns/Posts – sizes and method of anchoring
- Crawl space – for access, indicate vented or conditioned; indicate method of venting or conditioning
- Concrete slab – thickness, vapor barrier

### FLOOR PLANS

- All design criteria shall be noted on the plans
- Rooms – indicate all sizes and label their use; indicate location of any fireplaces
- Windows and doors – indicate locations and sizes
- Kitchen & Bathroom and/or powder room fixture layout – to scale
- Safety glass locations – glass next to stairs, tubs/showers, doors, floors
- Fire ratings of walls and/or doors – garages and/or townhouse separations, exterior walls less than 5 feet from a property line.

# ***Residential Plan Submittal Guide***



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