



## SINGLE FAMILY RESIDENTIAL ADDITION

The purpose of this guide is to assist you in the permit process for your project. This guide is intended as a basic plan submittal under the 2015 International Residential Code. It is not intended to cover all circumstances. Depending on the scope and complexity of your project, additional and/or more detailed plans may be required.

This permitting process is not intended to take the place of any Homeowner Association (HOA) or Civic Association requirements; therefore, it is important for you to check with your HOA or CA for any additional requirements they may have.

### HOW TO USE THIS GUIDE

#### SUBMIT A COMPLETED PERMIT APPLICATION

Applications may be submitted on the City of Centennial website by clicking [HERE](#). It is important that the permit/application is filled out completely to the best of your knowledge and that you provide any additional pertinent information (i.e., owner and contractor contact information). Fill in the blanks on page two (2) and indicate which construction materials will be used. It is important to print legibly to help staff review the submitted information. In most cases, the information provided within this worksheet will satisfy the City's requirement for a complete submittal.

#### PROVIDE SITE PLANS

1. Show the dimensions of your project and its relationship to existing setbacks, easements, structures on the property and the distance to property lines (an example has been provided below). Be sure to show the location of your utilities (i.e. gas, water, sewer and electric) and any existing meters. If the project will require moving any utilities or meters, show where those will be relocated.
  - a. A survey from a registered land surveyor will be required if your project is located in a protected area.
  - b. Structures shall not be located on easements.
  - c. If you do not know the locations of your utilities, contact the *Utility Notification Center of Colorado* 1-800-922-1987. \*Remember to ask them about the cost of this service\*

#### PROVIDE A FLOOR PLAN

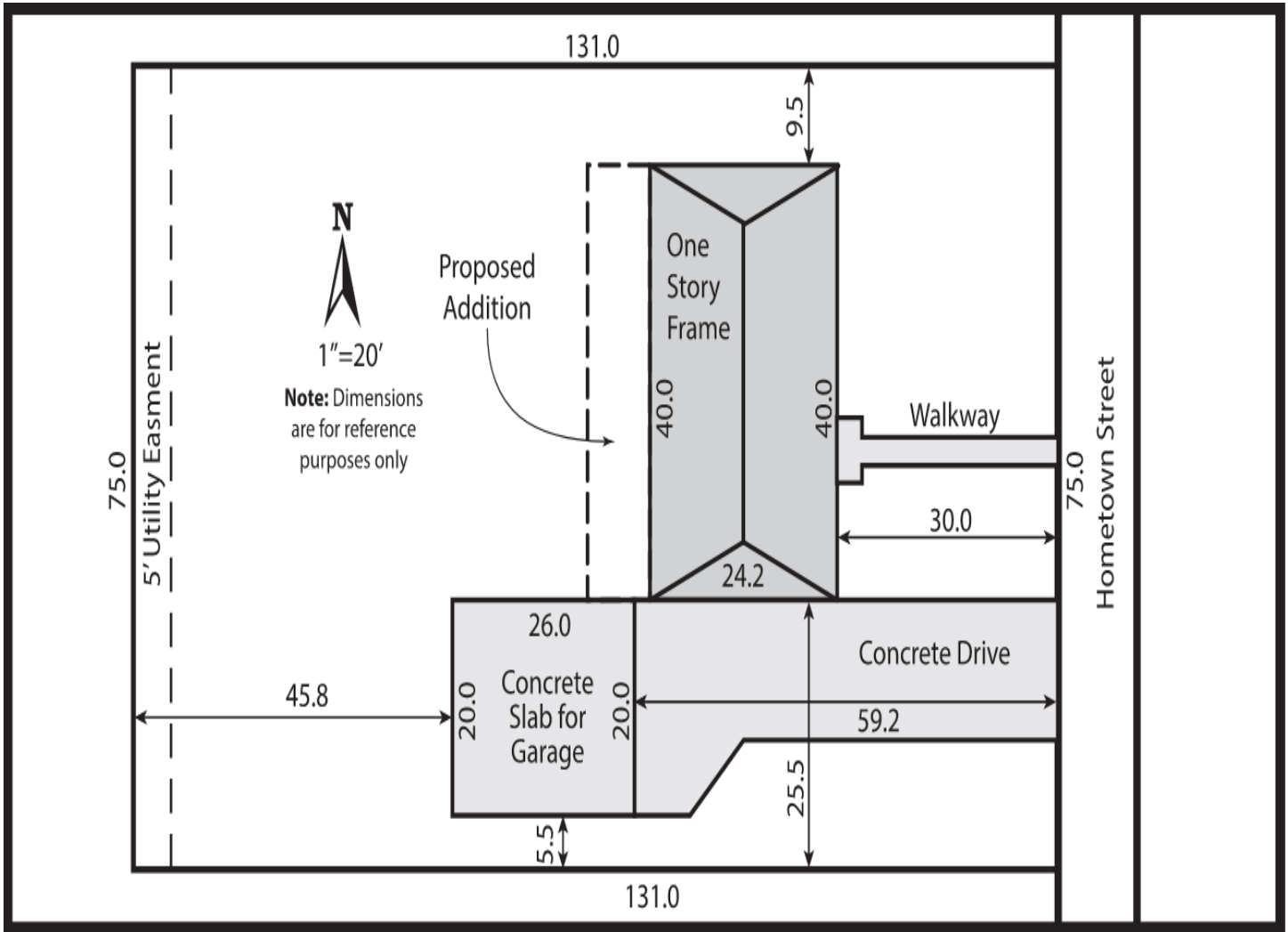
2. A simple floor plan is required which shows the existing dimensions of the house, the dimensions of the new room, any new openings, and items to be re-located (an example has been provided below).
  - a. Special consideration will be given to any new openings that exceed 6' in a bearing wall. A plan from a registered engineer may be required in these instances.
  - b. Additions cannot enclose a bedroom or basement egress window/s.
  - c. Heat is required in all habitable rooms. Show how the addition will be supplied with heat.
  - d. Smoke detectors are required in homes. If the room requires the addition of a smoke detector, new regulations call for detectors to be powered by electricity (not battery-operated).



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## SINGLE FAMILY RESIDENTIAL ADDITION



SEE NEXT SHEET FOR CONSTRUCTION DETAILS

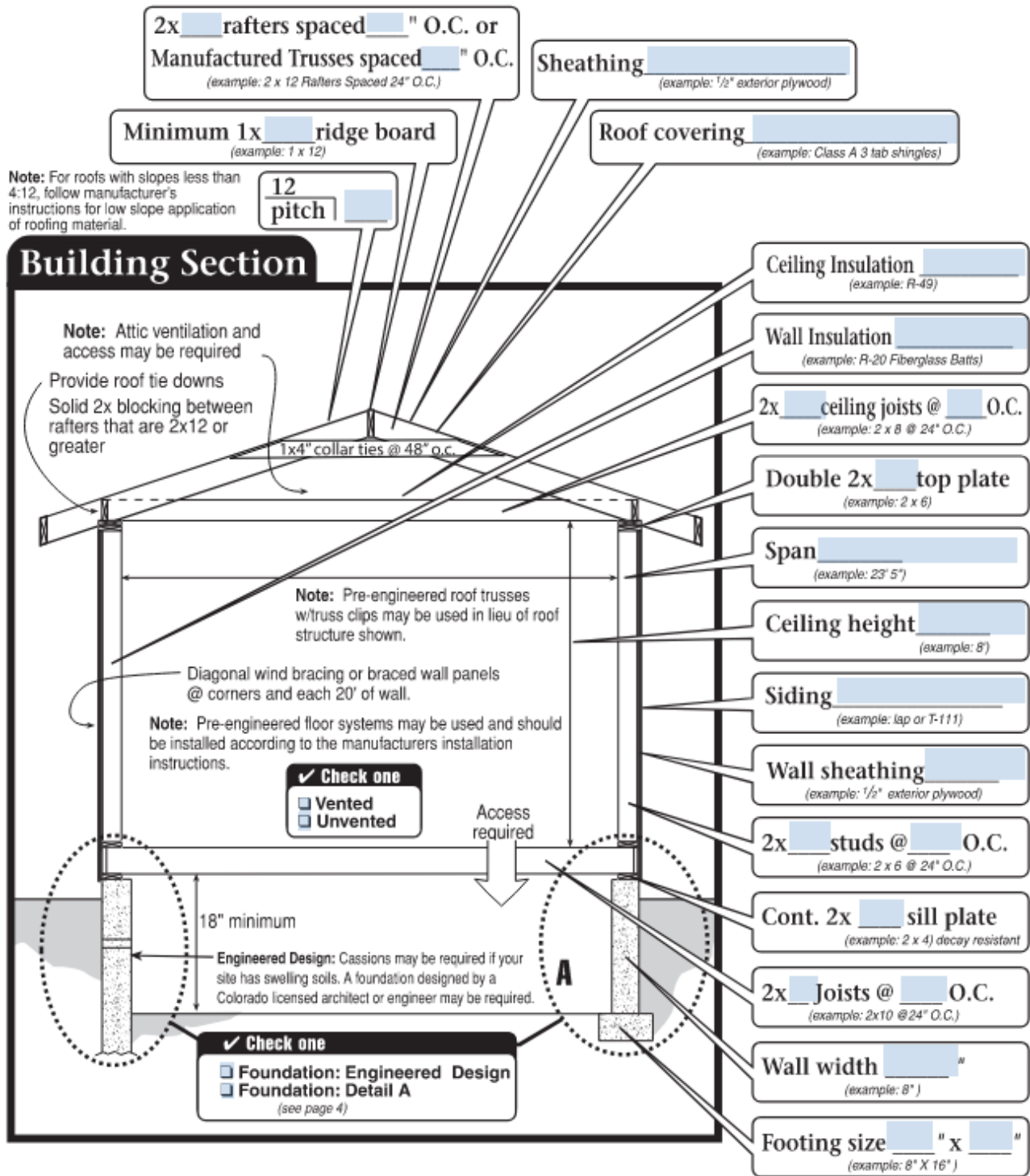


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## SINGLE FAMILY RESIDENTIAL ADDITION

### CONSTRUCTION DETAILS





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### Construction Detail Notes:

1. Provide solid 2x blocking between rafters or trusses and roof tie downs.
2. Attic ventilation and access may be required.
3. For roofs with slopes less than 4:12 follow manufacturer's instructions for low slope application of roofing material.
4. Pre-engineered floor systems may be used and should be installed according to the manufacturer's installation instructions.
5. Where new roofs adjoin walls of an existing structure, flashing must be installed under the existing exterior finish material and over the new roof.
6. When constructing a new roof valley, use a continuous board under the bottom cut of the new rafters to provide a solid nailing surface. The board should be at least 1" thick and should be at least as wide as the base of the new rafter.
7. For all pre-engineered systems, the manufacturer's installation instructions must be available to the inspector on site. Failure to provide these materials upon request will result in your project failing inspection.

## Heads Up

### Site Plan

**1. When drawing your plot plan** be sure to show the location of electric, gas, sewer and water service lines. If you don't know where they are, call the Public Service Utility Notification Center of Colorado, 1-800-922-1987 or 811. They will come out and locate lines for you. Remember to ask them about the cost.

**2. Show where the existing** electric and gas meters are located on your home. These meters may have to be relocated and it is best to know this before you start construction.

### Floor Plan

**1. Smoke alarms and CO alarms.** Smoke alarms are required to be hardwired and interconnected in new and existing bedrooms, halls and one on each level unless removal of interior wall or ceiling finishes would be required. In this case, battery operated devices are acceptable.

Carbon Monoxide alarms are required on each floor with bedrooms. They are recommended to be located no farther than 15 ft. from any bedroom entrance. Do not install within 15 ft. of a fuel burning appliances. Follow manufacture's recommendations for location testing and replacement.

**2. Additions not to enclose** bedroom or basement egress windows.

**3. Safety glass is required** at specific locations. When you draw in the location of the new windows on the floor plan, the plan reviewer can identify which ones require safety glass.

**4. Heat is required** in all habitable rooms. Show how the addition will be heated on the plan.

### Electric Code

**Existing electric service** may require an upgrade or relocation. Indicate the size of your electric service (the number on the main breaker) on your plan. This can help the plan reviewer determine if an upgrade is needed before you start construction.

### Roof Overframe

**When constructing a new valley,** use a continuous board under the bottom cut of the new rafters to provide a solid nailing surface. The board should be at least 2" thick, nominal and should be at least as wide as the base of the new rafter.

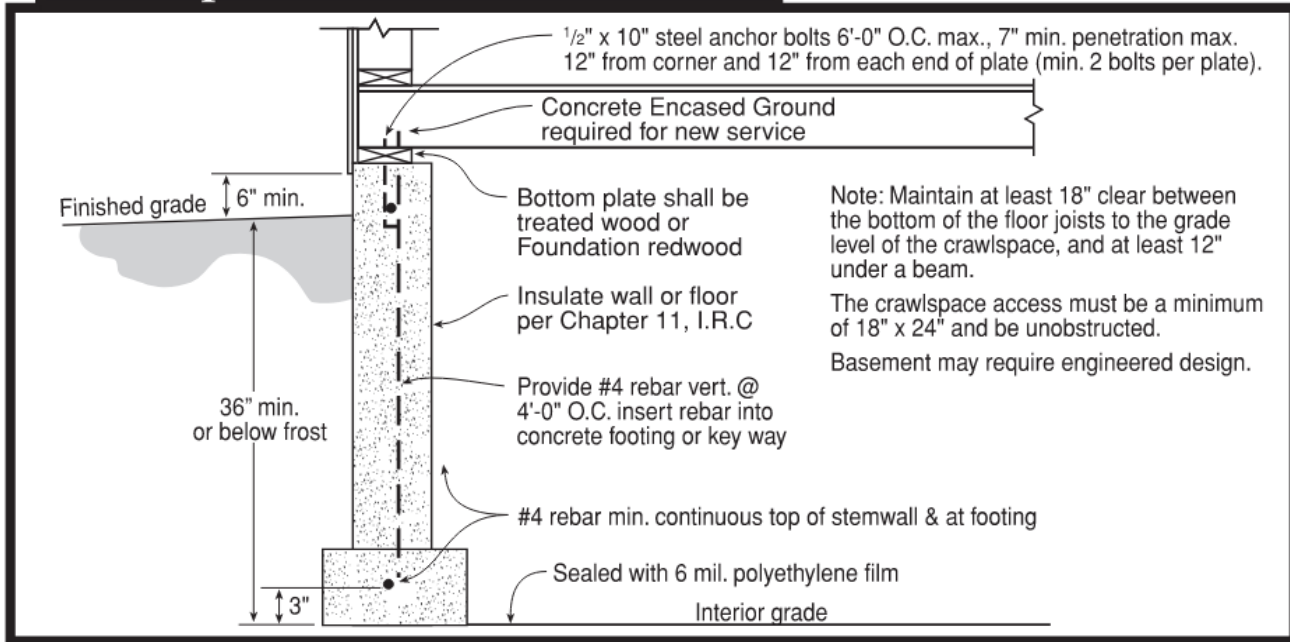


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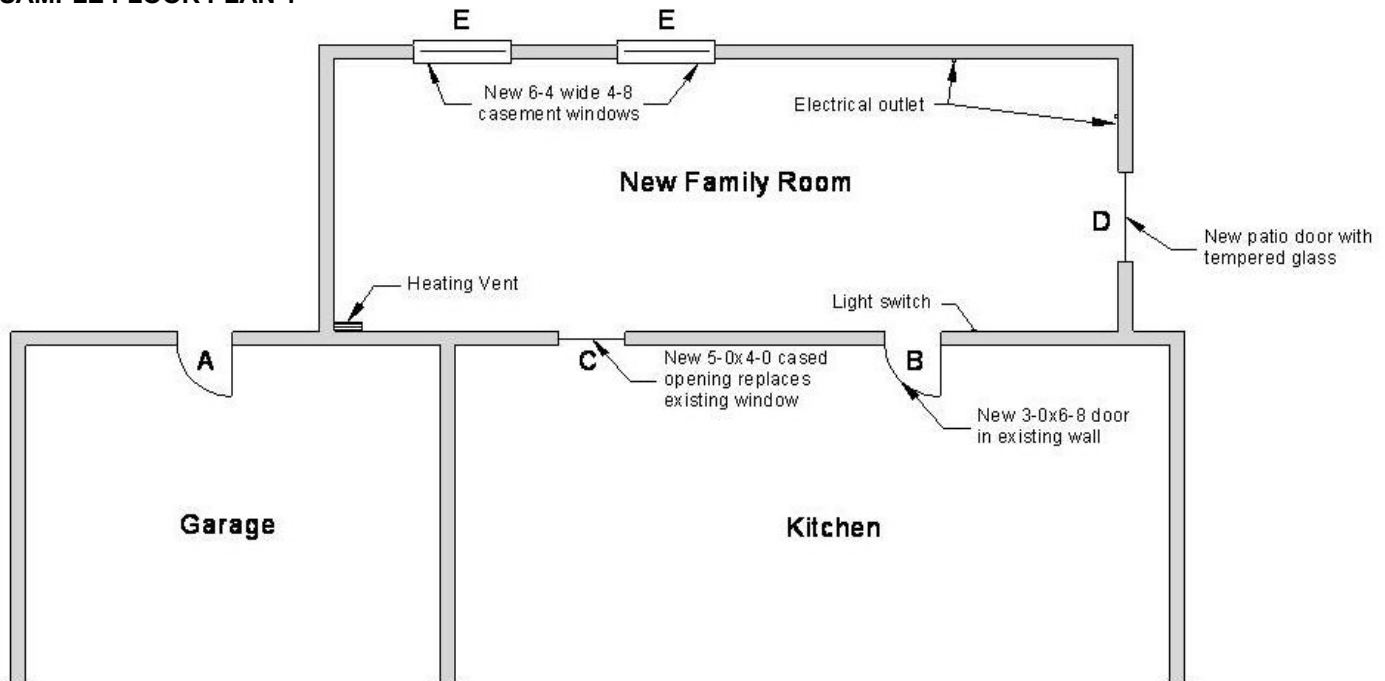
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**CRAWL SPACE FOUNDATION DETAIL** (Additions over basements will require an engineer designed foundation.)

### Crawlspace Foundation Detail A



### SAMPLE FLOOR PLAN 1



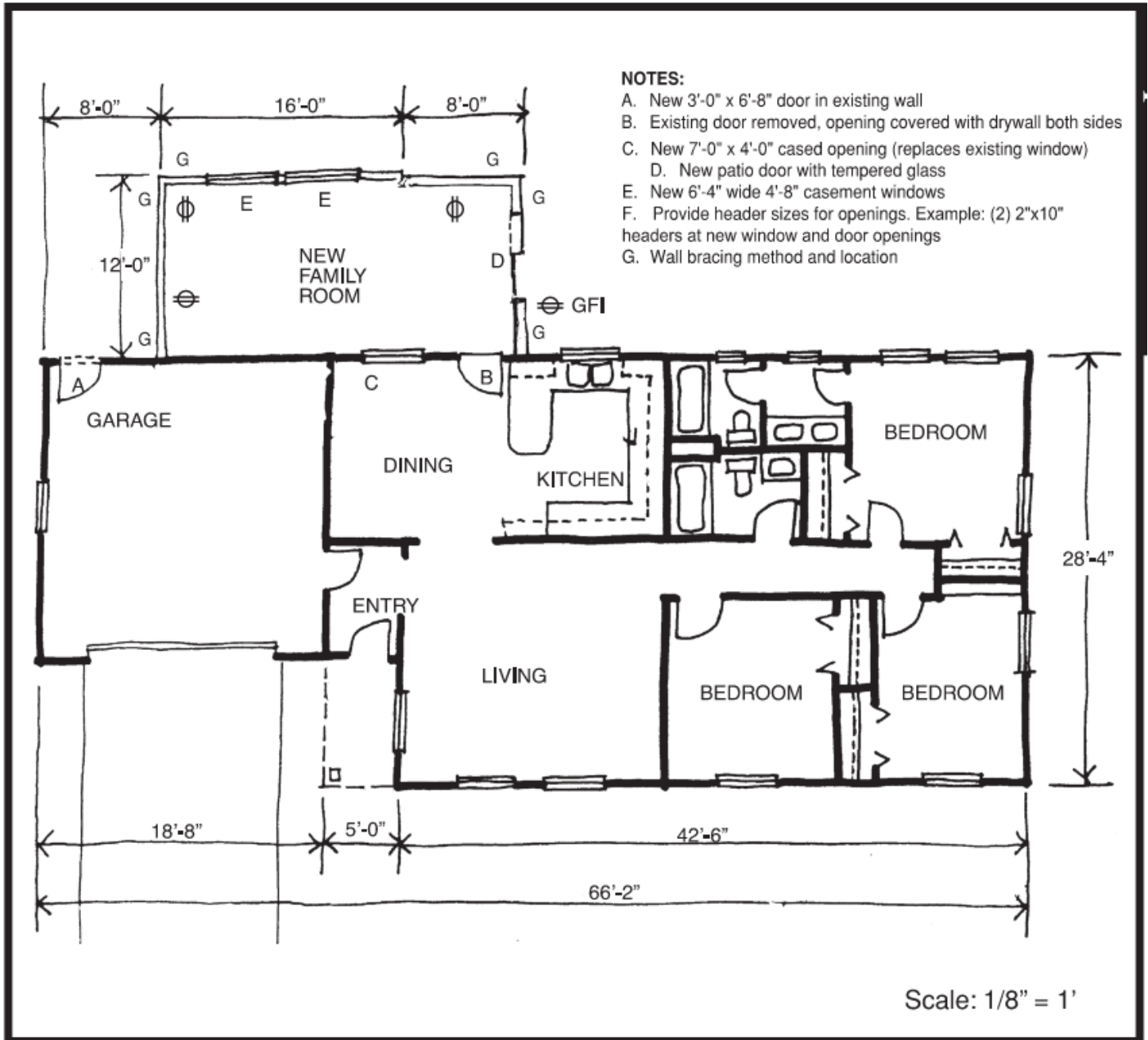


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### SAMPLE FLOOR PLAN 2





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I am returning this document to the City of Centennial as part of my submittal for a building permit. I have read this document in its entirety and understand its content. Upon reading this document, I understand that additional materials may be required of me prior to obtaining a permit. I will adhere to the building codes adopted by the City of Centennial in the construction of my project.

X

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Signature/Date