

**MANDATORY REQUIREMENTS CHECKLIST
ADDITIONS AND ALTERATIONS TO RESIDENTIAL BUILDINGS
(COMPLETE AND INCORPORATE THIS FORM INTO THE PLANS)**

Permit # _____ - _____ - _____

Date: _____

ITEM #	CODE SECTION	REQUIREMENT	REFERENCE SHEET (Sheet # or N/A)	COMMENTS (e.g. note #, detail # or reason for N/A)
PLANNING AND DESIGN				
1	4.106.2	Storm water drainage and retention during construction		
2	4.106.3	Grading and paving		
3	4.106.4.3	Electric vehicle (EV) charging		
4	4.106.5	Cool roof (Addition/Alteration ≥ 500 sq. ft. or ≥ 50%)		
ENERGY EFFICIENCY				
5	4.211.4	Solar ready (Additions ≥ 2,000 sq. ft.)		
WATER EFFICIENCY & CONSERVATION				
6	4.303.1	Water conserving plumbing fixtures and fittings		
7	4.303.1.3.2	Multiple showerheads serving one shower		
8	4.303.4	Water use reduction		
9	4.304.1	Outdoor water use in landscape areas		
10	4.304.2	Irrigation controllers		
11	4.304.3	Metering outdoor water use		
12	4.304.4	Exterior faucets		
13	4.304.5	Swimming pool covers		
14	4.305.1	Recycled water supply to fixtures		
15	4.305.2	Graywater ready		
16	4.305.3.1	Cooling towers (buildings ≤ 25 stories)		
17	4.305.3.2	Cooling towers (buildings > 25 stories)		
MATERIAL CONSERVATION & RESOURCE EFFICIENCY				
18	4.406.1	Rodent proofing		
19	4.407.3	Flashing details		
20	4.407.4	Material protection		
21	4.408.1	Construction waste reduction		
22	4.410.1	Operation and maintenance manual		
ENVIRONMENTAL QUALITY				
23	4.503.1	Fireplaces and woodstoves		

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ITM #	CODE SECTION	REQUIREMENT	REFERENCE SHEET (Sheet # or N/A)	COMMENTS (e.g. note #, detail # or reason for N/A)
24	4.504.1	Covering of duct openings and protection of mechanical equipment during construction		
25	4.504.2	Finish material pollutant control		
26	4.504.2.1	– Adhesives, sealants, caulks		
27	4.504.2.2	– Paints and coatings		
28	4.504.2.3	– Aerosol paints and coatings		
29	4.504.2.4	– Verification		
30	4.504.3	Carpet systems		
31	4.504.3.1	Carpet cushion		
32	4.504.4	Resilient flooring systems		
33	4.504.5	Composite wood products		
34	4.504.6	Filters		
35	4.505.2.1	Capillary break		
36	4.505.3	Moisture content of building materials		
37	4.506.1	Bathroom exhaust fans		
38	4.507.2	Heating and air-conditioning system design		