

# ADDITION PLAN INFORMATION HANDOUT

**These illustrations are only examples.  
Your drawings must be to scale.**

These examples show the detail required for plan submittals to the Building and Inspection Division. From your drawings, plan reviewers should be able to build the project themselves.

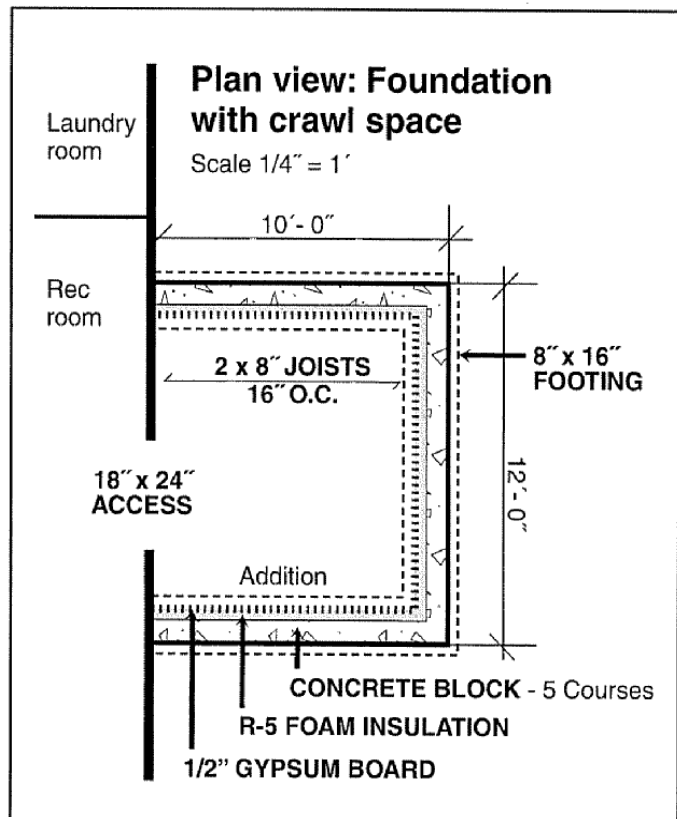
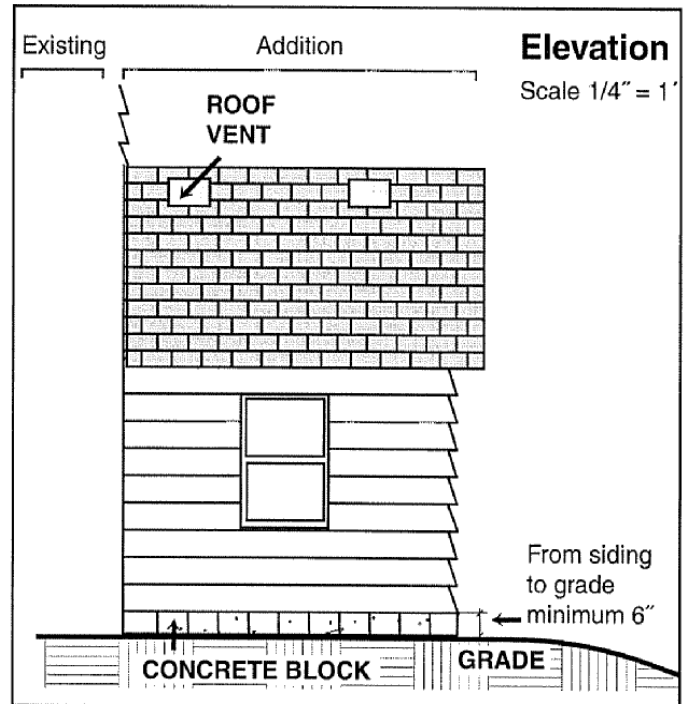
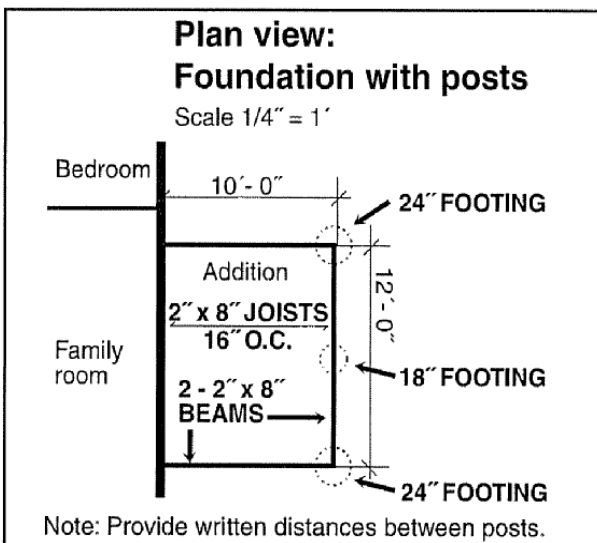
The following are required when submitting proposals:

- **Two sets of plans**, drawn to scale.
- A **minimum** of one elevation, one plan view per floor level and one section view per area being added.
- A **survey map** showing the location of your project. Call or visit the Building and Inspection Division to see if your property has a survey available.
- Although you do not need to draw plumbing, electrical or heating plans, separate permits are required. The building permit covers **only** structural, insulation and finish products.
- Heated additions require a RESCHECK worksheet. See page 4.

## Plan view: Foundation

- Locate addition in relation to existing home.
- Indicate whether the addition is a crawl space, full depth foundation or post footings.
- Include written dimensions and locations.
- If it is being built on post footings, the footings must be sized for submittal of plans.

See graphic at right, below and page 2.



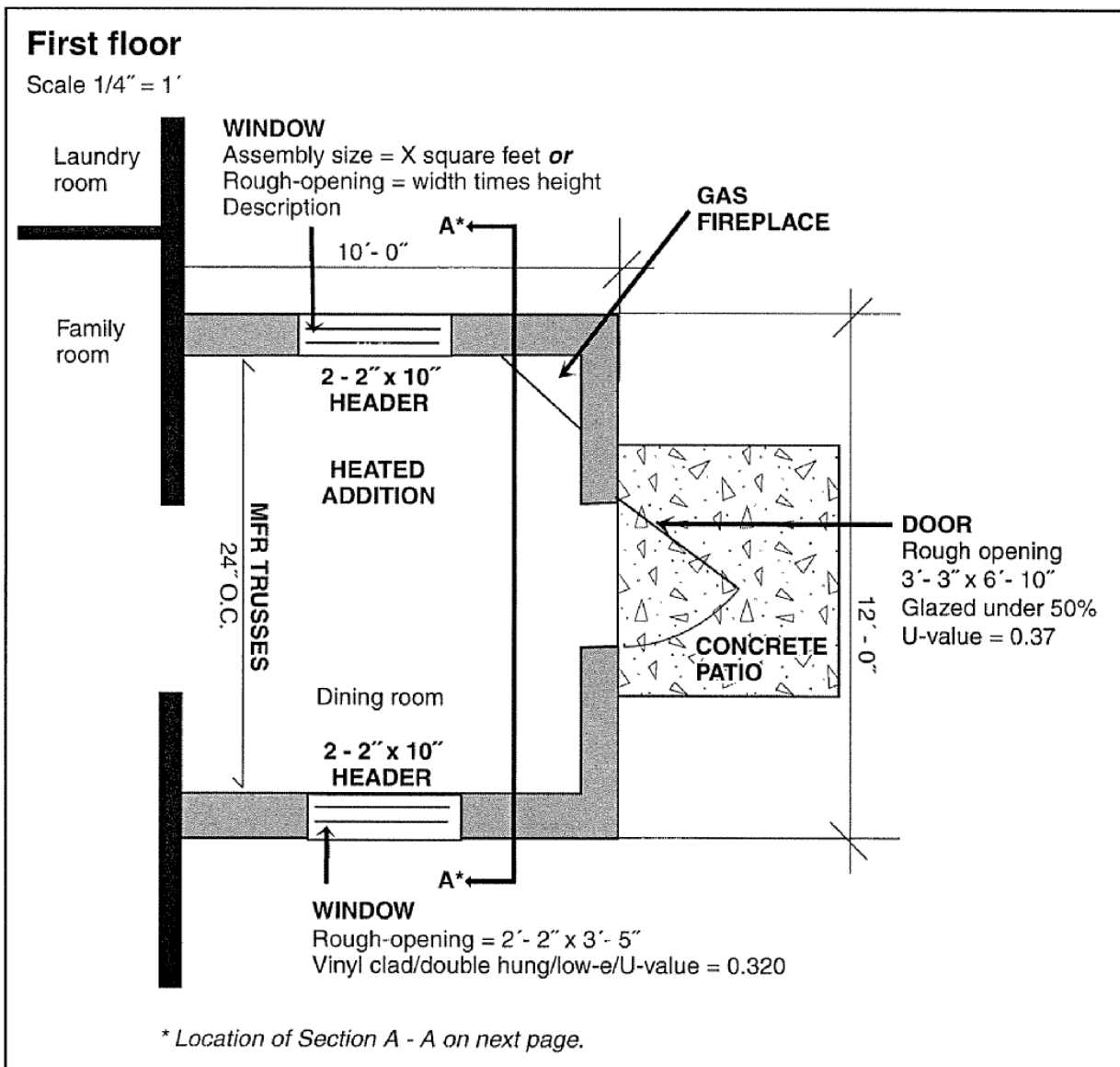
City of Anoka  
2015 First Avenue  
Anoka, MN 55303  
PH: 763-576-2720  
Fax: 763-576-2727



## Plan view: Floor

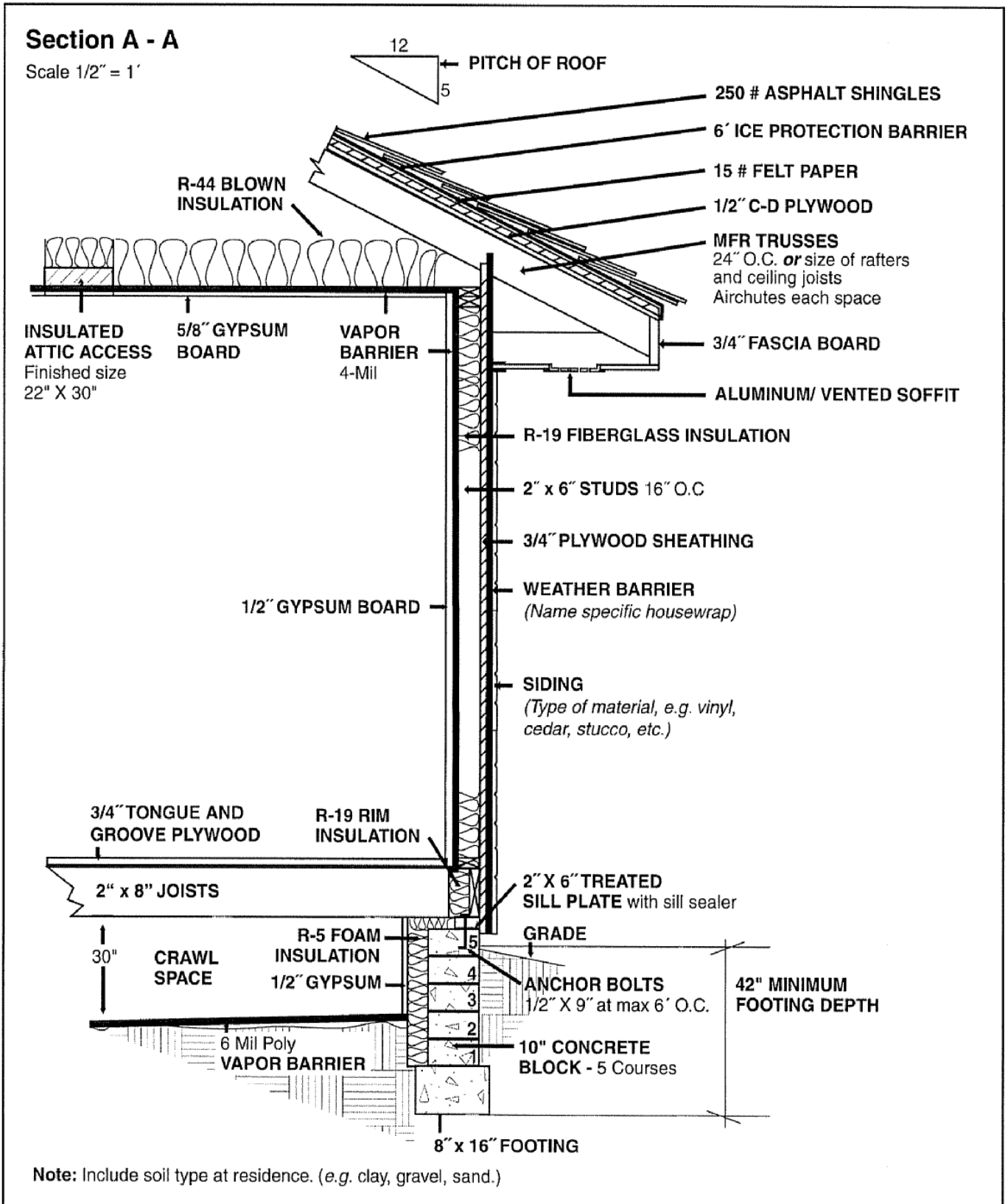
- Draw to scale.
- Note the scale you use on the drawing.
- Include written dimensions on the plan.
- Locate all doors and windows.
- Provide rough opening sizes and U-values from the manufacturer for each window unit and door.
- Provide header and beam sizes, as well as type of material being used. (e.g. 2 - 2" x 10" Doug Fir or 2 - 9-1/2" LVLs.)
- Provide a floor plan for **each** level being built.
- Indicate direction and spacing of joists, rafters/trusses, e.g. 12", 16" or 24" on center.
- Indicate the use (e.g. bathroom, family room, bedroom) of the new room(s) and those adjoining the addition.

See graphic below.



## Section view

If more than one area is being built, provide one section view for each area. *Note: Materials, types and sizes are given for example only.* See graphic below.



# Heated additions

To ensure that your project is in compliance with energy codes, go to RESCHECK and complete the worksheet. Building and Inspection information handout

RESCHECK has more information or go to [www.energycodes.gov/rescheck/download.stm](http://www.energycodes.gov/rescheck/download.stm). See example below.

	Permit Number																																																																	
<b>REScheck Compliance Certificate</b>	Checked By/Date																																																																	
<b>2000 Minnesota Energy Code</b>																																																																		
REScheck Software Version 3.6 Release 1a																																																																		
Data filename: C:\Program Files\Check\REScheck\johnqhomeowner.rck																																																																		
PROJECT TITLE: Addition																																																																		
COUNTY: Anoka																																																																		
CITY: Anoka, MN																																																																		
ZONE: 2																																																																		
CONSTRUCTION TYPE: Single Family																																																																		
WINDOW / WALL RATIO: 0.08																																																																		
DATE: 02/03/05																																																																		
DATE OF PLANS: 2/03/2004																																																																		
PROJECT DESCRIPTION:																																																																		
John Q. Homeowner																																																																		
1234 Energy Lane																																																																		
Anoka, MN 55304																																																																		
DESIGNER/CONTRACTOR:																																																																		
John Q. Homeowner																																																																		
COMPLIANCE: Passes																																																																		
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Your Home UA = 45																																																																		
2.2% Better Than Code (UA)																																																																		
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COMPLIANCE STATEMENT: The proposed building design described here is consistent with the building plans, specifications, and other calculations submitted with the permit application. The proposed building has been designed to meet the 2000 Minnesota Energy Code requirements in REScheck Version 3.6 Release 1a (formerly MECcheck) and to comply with the mandatory requirements listed in the REScheck Inspection Checklist.																																																																		
Builder/Designer <u>John Q. Homeowner</u>	Date <u>2/3/05</u>																																																																	