



CITY of WILLIAMS

Building Department

Residential Required Submittal Documents List

Not Required Submitted

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Complete Permit Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Signed and Approved Building Moratorium Exception Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Plan Review Deposit - \$500.00 new construction |
| <input type="checkbox"/> | <input type="checkbox"/> | Residential Plan Review Submittal Checklist |
| <input type="checkbox"/> | <input type="checkbox"/> | Builder/Contractor Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Plot Plan – 2 Sets |
| <input type="checkbox"/> | <input type="checkbox"/> | House Plans – 2 Complete Sets
(Drawn to scale no smaller than 3/16 = 1 ft., maximum 24"x30" sheets) |
| <input type="checkbox"/> | <input type="checkbox"/> | Defensible Space / Vegetation Management Plan
(If located within Wildland Urban Interface Zone) |
| <input type="checkbox"/> | <input type="checkbox"/> | Septic System Approval Letter from Coconino County Health Dept. (if needed) |
| <input type="checkbox"/> | <input type="checkbox"/> | Flood Management Plan
(If property is determined to be in Flood Zone A)
FIRM – Community Panel Number 040027-0001B-4B |