

City of Bozeman
Building Permit Master Plan Submittal Policy (BPMP)

GENERAL REQUIREMENTS:

- General contractor to be the same for life of BPMP.
- Subdivision or job site location to remain the same for BPMP
- All construction documents shall be in accordance with City of Bozeman Residential Template for Single-family, Two-family and Townhouse as per State adopted 2018 International Residential Code.
- Model plan submitted shall remain 100% identical. Any deviations shall require full new Plan review. See Deviations per this policy for requirements.
- Site Plan Approval from Bozeman Community Development is required.
- Model plans submitted for MPS can be concurrently review by models, not site specific location.
- When Model plans have been review for compliance for building codes and approved the City of Bozeman Community Development shall retain control of construction documents for application and permitting requirements, this is to insure model remain identical to initial master plan review approval.

MODEL PLAN FORMAT FOR SUBMITTAL:

1. Model name or number (MPN) to appear on application for each Building permit for specific site plan.
 - 1.1. MPN_A
 - 1.1.1. MPN_A – Left
 - 1.1.2. MPN_A – Right
 - 1.2. MPN_B
 - 1.2.1. MPN_B – Left
 - 1.2.2. MPN_B – Right
 - 1.3. Etc...
2. Different Elevation appearance shall be considered a different model.
3. pDox file names for upload shall follow the policy set forth for application submittal

APPROVED MASTER PLANS RESPONSIBILITIES

City of Bozeman: *Controlled per site application*

- Approved Plans (Model Name or Number)
- Approved Engineering Documents
- Approved Energy Checklist or ResCheck
- Approved Truss Layout
- Approved Truss manufacture calculations
- Approved Manufacture Specifications
 - Gas/Electric Furnace
 - Gas/Electric Water heater
 - Gas/Electric Boiler Systems
 - Gas Fire Place
- Approved Beam/Header/Joist Report calculations

Applicant: *Required to be submitted per Site*

- New Cover Page
- New Site Plan
- New Site specific Soils Report
- New Fixture Count Form
- New Grading-Drainage Signed Form
- New Stormwater Permit Signed Form
- Sump Drain Signed Form
- Letter of release for site specific from Engineer of Record
- Letter of release for site specific from Architect of Record
- Owner Signature Form

DEVIATIONS OF APPROVED MODEL PLAN THAT TRIGGER FULL NEW PLAN REVIEW:

- New State/City adoption of Building Codes
- New Mater Site Plan or New Subdivision
- New General contractor/applicant
- New Architect/Designer
- New Engineer (Structural/Electrical/Pluming/Mechanical)
- Model plan is mirrored from original Approved Review.
- Ceiling height variations from original Approved Review.
 - Plate height
 - Trays ceilings
 - Vaults changes or additions
- Roof line changes or Elevation changes to the original Approved Review.
- Moving or addition of any of the following:
 - Plumbing fixtures
 - Windows
 - Doors (interior or exterior)
 - Walls (bearing or non-bearing interior or exterior)
 - Electrical fixtures
 - Access's (attic or crawlspace)
- Change in Size of the Following:
 - Windows
 - Doors (interior or exterior)
 - Walls (bearing or non-bearing interior or exterior)
 - Openings (interior or exterior)
 - Patio or Decks (Slab or Wood)
 - Insulation materials
 - Any Building materials per approved structural documentation
- Foundation Changes:
 - Crawlspace to Slab-on-grade or vice versa
 - Floor Joist up on top of foundation wall to drop in foundation or vice versa
- Change to required Fire-rate-assemblies or separations
 - Approved Fire wall separations
 - Approved fire stopping/blocking materials

REVISIONS TO APPROVED MODEL PLAN: *Shall be review through a revision request*

- New Truss Manufacture
- New Joist Manufacture
- New Beam Manufacture
- New Appliances or Mechanical Equipment

Substitution of any building material during construction shall require request for Revision through the Bozeman Community Development Building Plan review and applied to the Master plan approved file.

The Chief Building Official shall determine for New Plan Review or Revision status per occurrence upon request of Applicant, Architect, Designer, Contractor, or Building Department Code staff.