

SRO REQUIREMENTS

1. Electrical Load Calculations: An Electrical Engineer or Electrical Contractor shall submit the electrical load calculations for the facility. Show a line diagram of the electrical layout for the facility.

1. Show service panel size and any subpanels. Specify system voltage: single phase or 3 phase.
2. List all circuits and show what they serve.
3. Show the size of all conductors. Feeders and branch circuits
4. Show all electrical loads, i.e. kitchen appliances, electric water heaters, AC units, electric room heaters, pool/ spa motors, laundry appliances, general-use receptacles.

2. Maintenance Standards

Interior/Exterior and Site Maintenance Standards

1. Dumpster size and schedule for pickup.
2. Schedule of laundry room cleaning: lint removal, trash removal, floor and washing machine clean up.
3. Parking surface schedule: coating, pot holes, crack filling and striping.
4. Landscaping schedule: watering and weed abatement.

Kitchen Maintenance

1. How often will the kitchen be cleaned: counters, trash, floors, sink
2. Who will do the cleaning?
3. Refrigerator schedule for cleaning.
4. Oven cleaning schedule.

3. Plans: As part of the SRO program a complete set of plans must be submitted. The plans need to be stamped by a license architect. The plan checker reviews plans, structural calculations, codes, and other information pertaining to how the structure will be modified.

For plan check requirements please visit: <http://www.cityofslt.us/137/Plan-Check-Requirements>

Refer to the [Commercial Plan Check Submittal Checklist \(PDF\)](#) (to be completed by the applicant).

The following forms are also required and are located at: <http://www.cityofslt.us/135/Over-the-Counter-Permits>

Submittal Requirement Forms

- Permit Worksheet available
- Permit/Plan Review Application
- Property Owner Authorization available

The plans will be going through an expedite reviewed process which will take 10 working days.

Please follow the Digital Plan Review Requirements