

## Retention and Classification Report

**Agency:** Kane County (Utah). Building Inspection (3265)

76 North Main Street  
Kanab, UT 84741  
(435)644-4967

**Records Officer:** \_\_\_\_\_

26583      Residential building plans

**AGENCY:** Kane County (Utah). Building Inspection

**SERIES:** 26583

3

**TITLE:** Residential building plans

**DATES:** 2000-

**ARRANGEMENT:** Alphabetical by surname

**DESCRIPTION:**

This series contains the blueprints and specifications which contractors or owners submit to the county when applying for residential building construction permits. Contractors use these specifications to complete detail work and to identify the type, grade, and brand of materials to be used in construction. Building plans also specify the responsibilities of project architects, owners, and contractors in areas such as deadlines, job cleanup, security, and the construction of any temporary facilities. The county uses the building plans to enforce building code compliance.

**RETENTION:**

Retain for 6 month(s) after end of project or program

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series were specifically approved by the State Records Committee.

**APPROVED:** 11/2007

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 6 months after completion of project and then destroy.

Compact disc: Retain in Office for 6 months after completion of project and then destroy.

Computer data files: Retain in Office for 6 months after completion of project and then delete.

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(continued)

**APPRAISAL:**

These records have administrative, and/or legal value(s).

Disposition is based on International Building Code (IBC sec. 106.5, Retention of construction documents (2006)) which has been adopted as a Kane County Ordinance 2005-4.