



Building Division

**Detached Accessory Structure
Plan Checklist**

Please check the boxes below indicating the required information is on the construction documents submitted for application:

Detached Accessory Structures

- Dimensioned and Legible plans
- Footing type, sizes and locations
- Location and size of all windows and doors
- Sizes for all framing members, including headers
- Wind bracing method shown on plans
- Roof design information
- Elevation Drawings

All plans shall indicate location, nature, and extent of the work proposed.

PLEASE NOTE:

Permit applications may be submitted at any time, but missing plan details and/or inadequate legibility, may result in a delay of plan review and permit issuance.

Signature of Applicant

Date

FOR OFFICE USE ONLY

Applicant is: Homeowner Contractor Other

- All required information was provided.
- The following information listed above was not provided:

- The following additional information not listed above is required:

