



Building Division

Single Family Dwelling/ Addition Plan Checklist

The following items will be required at the time of permit application:

SINGLE FAMILY DWELLING

- 2 sets of ¼" scale legible plans
- Floor plans for all levels with all windows, doors, rooms labeled, and dimensions clearly marked
- Foundation plans including all interior footing locations and dimensions
- Cross section that includes footings, foundation, wall and roof design, including interior and exterior finishes
- Exterior elevations (all sides)
- Indicate wind bracing method if other than continuously sheathed wall panels
- Deck/porch design including footing sizes and locations, joist sizes and spacing, beam sizes and spans, stair and handrail details, roof design if applicable, and all connections

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