

Building Permit Application Checklist

New Buildings, Additions and Decks:

- Proof of ownership of legal lot (recorded deed or proposed deed with purchase & sale agreement)
- Required information on Plan Submittal Checklist
- Completed building permit application with map and lot (fee is determined by the building inspector and is due when permit is issued)

New Homes:

- Growth Permit Application and fee (\$1500.00)
- 4 copies of Septic Permit Application & Plans (no faxes) OR proof of Sewer connection from Sanitary District
- REScheck (IECC 2009) <http://www.energycodes.gov/rescheck/>

Renovations:

- Floor plans showing existing structures and proposed changes
- Framing cross sections (including sizes of structural members)
 - Structural steel, ridges, beams involving LVL's, or Paralam's, (stamped by engineer)
- Completed building permit application with map and lot (fee is determined by the building inspector and is due when permit is issued)

*****PERMIT IS NOT CONSIDERED ISSUED UNTIL IT IS PAID FOR AND RECEIVED BY OWNER OR CONTRACTOR*****