ADDITION/GARAGE:
- Construction plans to include elevation view, foundation plan, first floor plan, second floor plan (if applicable).
- Dimensions, use of space, height of ceiling.
- Section plan & Brace Wall info.
- Roof plan (rafters or trusses – provide engineer calcs.)
- LVL beams – provide engineer calcs.
- Insulation value.
- Window Schedule.
- Siding information.
- Reference 2015 IRC w/ 2018 Amendments.
- Address on every page of plans.
- Meets the 2014 Energy Code.

MECHANICAL:
Include Make & Model No. of equipment.
- LP Tanks – Size, quantity, location (include site plan) Need detail of gas line, approx. length, trench? Connecting to equipment? (Zoning Ap required)
- Ductless Mini-Splits – (Electrical?) Need Install Manual, # of units, house layout w/ location of equipment, Heat loss calcs. Make, Model #, BTUs.

POOL:
- Building Application & Electrical Application (Needs Zoning Ap.)
- Equipment (heater) info/specifications
- Alarm information.
- Ladder information (self closing; self latching. Location of ladder.
- Deck? If so, deck plan. See Decks.
- Site Plan for location of pool
- Temporary Fencing and Permanent Barrier specifications and location. (if applicable)

ROOF:
- Pre-Roof Inspection REQUIRED
- Building Application
- House and/or Garage, strip shingles or layer on top (max 2 layers), ice protection (# courses), underlayment, Type of shingles, # of sq., gutters/downspouts replaced?
- Taping of Plywood Seams.

SIDING:
- Building Application (Electrical – removal of meter) or 5' channel around meter.
- House and/or Garage, strip existing or layer over what?, wrap/insulation, type of siding.

DECK:
- Construction plans to include type of material, dimensions, ledger board info (connection to house), joists, decking direction.
- If Trex material – then product information.
- Railing detail, space limitation and connectors.
- Stair detail to include guards, handrail, connectors, riser height, stringers.
- Pier location, diameter, depth and footing size.
- Elevation view.

BASEMENT:
- Floor plan indicating use of rooms, mechanical room, windows, dimensions, window location, height of ceiling.
- Make-up air calcs
- Structural plans, material, insulation.

SHED:
- If over 200 sq ft, Building Ap(& Zoning)
- Under 200 sq ft, then Zoning Ap. Only
- If Electric, then Building Ap
- Define use of struture.
- Include construction plans & hold-down (tie down) information
- Type of Base?
- Site plan w/ location.

FENCE:
- If under 7 ft, then no permit required. Make sure on property; recommend 1 to 2 ft from property line.
- If over 7 ft, Building Ap.
- Site plan for fence location, type of fence, depth of posts.
- If over 8 ft, Building Ap & Zoning Ap. & Setbacks apply

This list includes, but not limited to, requirements for projects.