BUILDING PERMIT REQUIREMENTS

- For -

BASEMENT PLANS

*PLEASE MAKE SURE ALL ITEMS ARE COMPLETE
PLANS WILL NOT BE APPROVED WITHOUT REQUIRED INFORMATION

A. Building Permit Application: Completed

B. 2 Sets of Plans Showing:

1. Scale drawings 1/4" = 1'
2. Gross Floor area and room sizes.
3. Label all rooms, including proposed future use in unfinished areas
4. Identify all new and existing construction.
5. Window sizes and type (casement, single hung, etc., identify opening panels)
6. Ceiling height
7. Identify locations of smoke detectors in bedrooms and halls adjacent to bedrooms.
8. Identify location of carbon monoxide detector.
9. Type and location of electrical devices (outlets, panels, luminaires, etc.)
10. Location of all plumbing fixtures.
11. Water heater, floor drain, water softener, etc. locations.
12. Furnace & Return Air Location.
13. Show heat in all habitable rooms.
14. Gas line drawing required if any additional gas-fired appliances, or any extension of the gas line.
15. Blue Stakes needs to be contacted if any digging is done. (811) It is the law.
16. Any outside changes (walkouts) need HOA approved & signed set of Plans-If applicable.