CONSTRUCTION DOCUMENT REQUIREMENTS

EFFECTIVE OCTOBER 1, 2016

Construction documents submitted with Building Permit Applications MUST BE COMPLETE before review process can begin. Plans for new building construction and additions must include the following:

- Title page with referenced code used and design criteria
- Front, rear, and side elevations
- Foundation information to include installer, concrete supplier & design mix
- Individual floors
- Bracing requirements, location and design information
- Detail sheet with specific information
- Plumbing & mechanical schedules
- Electrical Plan
- Spec documents for any engineered lumber used
- RES Check must be completed and signed
- Radon requirements

ALL INSPECTIONS REQUIRE 48 HOURS NOTICE FOR SCHEDULING & MAY BE SCHEDULED OUT UP TO 5 DAYS

REQUIRED INSPECTIONS MUST BE COMPLETED AND NECESSARY DOCUMENTATION MUST BE SUBMITTED IN ORDER FOR A CERTIFICATE OF OCCUPANCY TO BE ISSUED.

REQUIRED INSPECTIONS

- Footings prior to placement of concrete
- Walls prior to placement of concrete
- Pre – backfill – includes foundation, seal & drains
- Pre floor slab – verify required radon piping installed
- Rough framing, plumbing & electrical
- Insulation
- Final – including blower door test and copy of test results

PICTURES ARE NOT ACCEPTABLE IN LIEU OF REQUIRED INSPECTIONS
DECK PLANS MUST INCLUDE THE FOLLOWING

- Elevations of deck
- Connections of deck to structure, beams, posts and location of required brackets & hangers
- Size of materials
- Spans of joists, beams, posts, etc.
- Spacing and heights of guards, rails & risers
- Bracing requirements

DECK INSPECTIONS

- Sono tube – supports prior to concrete placement
- Final Inspection