

Residential Addition, Remodel, Decks/Porches, etc. Submittal Requirements

RESIDENTIAL- ADDITION

1. Permit application
2. Sets of plans (PDF preferred)
 - Must have the foundation/footing details
 - Must show existing and new areas
 - Truss layout or roof design
 - Indicate all LVL's, engineered lumber
 - Show attachment method to the existing structure
3. Contractors must have a current license
4. If in Flood Plain, we must obtain the following before a permit can be issued:
 - a. If dwelling is being built in flood plain, we will require a Basic Flood Elevation Certificate before Occupancy can be given
 - b. Plans stamped by an engineer or surveyor

RESIDENTIAL INTERIOR ALTERATIONS

1. Permit application
2. Sets of plans (PDF preferred)
 - Must show existing and new areas
 - Truss layout or roof design if applicable
 - Indicate all LVL's, engineered lumber
3. Contractors must have a current license

RESIDENTIAL DECKS AND PORCHES

1. Permit application
2. Sets of plans (PDF preferred)
 - Plans must show existing /proposed
 - Framing details
 - Railing details
 - Stairway and handrail details
3. Contractors must have a current license
4. If in Flood Plain, we must obtain the following before a permit can be issued:
 - a. If dwelling is being built in flood plain, we will require a Basic Flood Elevation Certificate or survey showing 100-year flood plain
 - b. Plans stamped by an engineer or surveyor