Residential Building Permit Process

START

BUILDING INSPECTION

FILES/PLANS NEEDED FOR APPLICATION:

FOUNDATION PLAN (STAMPED)

SOILS REPORT

MECHANICAL

ARCHITECTURAL

STRUCTURAL

PLUMBING

ELECTRICAL

ENGINEERING DIVISION

FILES/PLANS NEEDED FOR APPLICATION:

APPROACH

SKETCH

SWPPP

EN PERMIT (ENERGOV)

PLANNING DIVISION

FILES/PLANS NEEDED FOR APPLICATION:

PLOT PLAN

FENCE PERMIT

(SEPARATE APPLICATION)

WASTEWATER/ WATER/ ELECTRICAL DIVISIONS

FILES/PLANS NEEDED FOR APPLICATION:

UTILITY PLAN WITH:

LINE LOCATION FROM MAIN TO STRUCTURE

PROPOSED LINE SIZES

PROPOSED ELECTRICAL LOAD

SIDEWALK ● UTILITY CLEAN OUTS

CURB STOP LOCATION / PIT / VAULT

DRIVEWAY WIDTH

FEES PAID:

PIF ● ROW FEE

BUILDING PERMIT FEES

PLANNING PERMIT FEES

PERMIT ISSUED BY BUILDING INSPECTION

FLC SUBMITTAL

- PLANNING
- GIS

INSPECTIONS

- BUILDING INSPECTION
- ENGINEERING
- UTILITIES

END

TCO/CO

CERTIFICATE OF OCCUPANCY

BUILDING INSPECTION