

REQUIREMENTS FOR BUILDING AN ADDITION

One (1) Application – Must be filled out in detail and signed.

If owner is doing the work they must sign the
Property Owner Affidavit.

One (1) Erosion and Sediment Control Form – Must be filled out in detail and signed.

Two (2) copies of Plot Plans – Must show all lot dimensions, building dimensions and setbacks from all lot line and other buildings on the same lot.

Two (2) copies of Foundation/Slab detail - (including footing, depth and size)
Show location of foundation vents and crawl access. Provide pier location and spacing . Label girder sizes and spans.

Two (2) copies of Floor plans - Show location and size of windows and doors and headers sizes
Provide distances between doors and windows.
Also show distances between the corners of the building and the window and door openings. Provide drawings that show the access to existing house from the addition.

Two (2) copies of Wall Cross Sections- Show detail on how the addition is to be constructed. (Samples available upon request)

Two (2) copies of Exterior Elevation drawings – Provide views from front and sides of the finished structure.

Two (2) copies of Truss Diagrams – Only if trusses are to be used; truss diagrams must bear the Engineers Seal

Two (2) copies of a Site Soils Report may be required (Refer to GIS Soils Map and soil policy attached).

PLEASE NOTE: Sub-trade permits (Electrical, Plumbing and Mechanical) may be required in addition to the Building Permit.

PLEASE CONTACT MISS UTILITY PRIOR TO DIGGING TO MARK ALL UTILTIY LINES.