Zoning/Building Permit Supplemental Materials List

Please attach any supplemental documents required for your specific project, as identified in the checklist below.

REQUIRED SUPPLEMENTAL MATERIALS

New Structure/Addition

- □ Plot plan showing property lines and lot dimensions.
- □ All existing and proposed structures, including dimensions.
- □ Setback distances from all structures to property lines.
- □ Setback distances between existing and proposed structures.
- □ Footing and foundation details.
- □ Wall sections specifying joists, rafters, and whether roof trusses or hand-stacked framing will be used.
- □ Floor plans, including basement and other applicable levels.
- □ Elevation drawings, including building height
- □ Plumbing and electrical diagrams (commercial and multifamily projects only).
- □ Residential Construction Only: One (1) set of blueprints.
- □ Commercial Construction Only: Two (2) sets of blueprints; at least one PDF copy is preferred.

Repair/Remodel

- □ Wall section (if applicable).
- □ Floor plan showing existing and proposed walls and other applicable details.
- □ Commercial and Multifamily projects only: Plumbing and electrical diagrams
- □ Residential Construction Only: One (1) set of blueprints.
- □ Commercial Construction Only: Two (2) sets of blueprints; at least one PDF copy is preferred.

Fence

- □ Plot plan showing property lines and lot dimensions.
- □ All existing and proposed structures, including dimensions.
- □ Setback distances of fence from property lines .
- □ Certified Survey showing property lines (if applicant plans to put fence up to the property line)
- □ Fence Footing Materials.
- □ Fence Material

Roof

- □ Material
- □ Roofing Diagram- if modifying structural layout

REQUIRED SUPPLEMENTAL MATERIALS CONT.

Sign

□ Type of sign (select type)
1. Advertising Display
2. Billboard
3. Face Sign
4. Projecting Sign
5. Illuminated Sign
6. Identification Sign
7. Pole Sign
8. Name Plate
9. Plyon Sign
10. Roof Sign

□ **Number of Signs**
□ **Total Sign Area**
□ **Height**
□ **Material**
□ **Fastner Method**

Demo

□ **Copy of Insurance**