

## Misc. Building Permit Submittal Requirements

**ALL permits require a permit application and site plan (8.5x11 reduction required if plans are 24x36). Additional submittal requirements are listed below. Note that this list not comprehensive and other items may be required.**

- Permit application
  - All contractor information including State license number(s)
  - Signature on the bottom right of the application

- Site Plan
  - Show property lines, existing home or structures, proposed structure, dimensions for proposal, height of proposal (if applicable), and distances from property lines or existing structures to the proposal

### POOLS

- Engineering
  - Wet stamped plans

### WALLS/FENCES

- Engineering
  - If the proposal is for a retaining wall that is 4' or taller engineering is required

### ADDITIONS

- Two sets of plans with complete site plan and elevations
- Calculations booklet with engineering wet stamp
- Truss layout and truss engineering (engineer of record **must** verify truss designs match the layout)
- Soils classification with engineering wet stamp
- IRC
- ResCheck – Energy Code Compliance ([www.energycodes.gov](http://www.energycodes.gov))

### GUESTHOUSE/POOL HOUSE/CASITA

- Two sets of plans with complete site plan and elevations
- Calculations booklet with engineering wet stamp
- Truss layout and truss engineering (engineer of record **must** verify truss designs match the layout)
- Soils classification with engineering wet stamp
- IRC
- ResCheck – Energy Code Compliance ([www.energycodes.gov](http://www.energycodes.gov))

### GARAGE/SHED/CARPORT/AWNING

- Two sets of plans with complete site plan and elevations
- Calculations booklet with engineering wet stamp
- Truss layout and truss engineering (engineer of record **must** verify truss designs match the layout)
- Soils classification with engineering wet stamp
- IRC
- ResCheck – Energy Code Compliance ([www.energycodes.gov](http://www.energycodes.gov))