



Residential Permit Checklist

*** As the applicant, you are responsible to meet all of the requirements listed below***

Revised May 31, 2019

1 Footings

_____ size _____ size

2 Drain Tile

out

3 Foundation Walls (width)

16" o.c. 24" o.c. _____ size

4 Floor Joists

16" o.c. 24" o.c. _____ size

5 Floor Trusses or (TJI) (19.2)

16" o.c. 24" o.c. _____ size

6 Studs

16" o.c. 24" o.c. _____ size

7 Ceiling Joists

16" o.c. 24" o.c. _____ size

8 Trusses

16" o.c. 24" o.c. _____ size

9 Roof Rafters

16" o.c. 24" o.c. _____ size

10 Stairs

a. Headroom: 6'8"

b. Maximum Riser: 7-3/4"; Minimum Tread: 10"

11 Exterior

_____ frame _____ brick

12 Guard Rails

min. height 3'-0"

13 Spindles (Spacing)

MAX 4" CLEARANCE

14 Attic Access

22" x 30" Scuttle Hole

15 Crawl Space Access

18"x24"

16 Crawl Space Ventilation

_____ how provided

17 Smoke Detectors

one in each bedroom

one on each floor

18 Carbon Monoxide Detectors

within 15' of each room used for sleeping purposes

19 Bathroom Exhaust Fans

direct vent to outside

20 Egress Windows

44" max sill height min 5.7 sq. ft. in basement & 2nd floor

min. 5 sq. ft. on 1st floor

21 All Gas Fireplaces must have shut off valves outside of unity, within 6' and in the same

22 Roof Vents

1 sq. ft. per 300 sq. ft. of roof area

23 All holes on top & bottom plates must be draft stopped; for Rough Inspection

24 Stair Nosing

min. 3/4" - max. 1-1/4"

25 Sump Pump

26 Garage Floor

min. 4" lower than entry to home

27 3' Exterior Door

at least 1 per house

28 Number of Bathrooms

_____ completed

_____ roughed-in

29 Tempered Glass in Bathrooms with Tub or Shower 60" or less from floor

30 Service Size

_____ size

31 Is Electrical Contractor Licensed?

YES NO

32 Is the Home Owner doing his or her own writing?

YES NO

33 Central Air

YES NO

34 Garbage Disposal

YES NO

35 Dishwasher

YES NO

36 Is Basement Finished?

YES NO

37 Central Alarm or Security System

YES NO

38 Is the Plumbing Contractor Licensed?

YES NO

39 Moisture Barrier-behind all brick veneer

40 Vapor Barrier between slab and base course

41 Hurrican Clips on all Rafters and Trusses

42 Land/Cash Fees paid and City Water & Sewer

YES NO

43 Must have a port-a-potty on job site

YES NO

44 Deck

YES NO

45 Address Numbers on house permanently affixed

City min. 4"

46 Lawn Sprinkler Irrigation System with RPZ valve

YES NO

Additional Comments: _____
