

## RESIDENTIAL PERMITS

A permit is **REQUIRED** for:

- **New buildings and additions**
- **Utility and miscellaneous use structures that are attached to one and two family structures**
- **Alterations that make structural or egress changes to the structure**
- **Swimming pools and spas**

The Uniform Construction Code does not apply to the following structures unless modified by your municipality:

- New building or renovations to existing buildings which applied for a permit or were under contract prior to April 9, 2004.
- The structures listed below if the structure has a building area of less than 1,000 square feet and is an accessory to a detached single family dwelling:
  - 1) Carports
  - 2) Detached private garages
  - 3) Greenhouses
  - 4) Sheds

A permit is **NOT** required for the following items as long as the work does not violate a law or ordinance:

- Uncovered decks not more than 30" above finished grade
- Fences that are not over 6' high
- Retaining walls not over 4' high
- Sidewalks or driveways not over 30" above grade
- Prefab swimming pools less than 24" deep
- Window/door replacement without any structural change
- Portable appliances
- Replacement of existing siding
- Replacement/repair of existing roof
- Replacement of kitchen appliances
- Replacement of toilets or sinks
- Replacement of a switch, receptacle or light fixture rated 20 amps & 120 volts or less except GFCI protected devices
- Alterations and repairs with exceptions

## PLAN REVIEW REQUIREMENTS

Residential plans may be drawn by the homeowner, contractor or a licensed design professional. Two sets of plans with the following information shall be submitted:

### Building plan review requirements

- Front, rear and side elevations
- Footing/foundation drawing
- Floor plan
- Framing plan showing floor, ceiling, roof details
- Window and door schedule
- Location of all smoke detectors
- "R" value of wall and ceiling insulation

### Plumbing plan review requirements

- Diagram of water system with pipe sizes
- Diagram of drainage and venting system with pipe sizes
- Plumbing fixture types and locations

### Mechanical plan review requirements

- Location and size of equipment
- Diagram of air distribution and return air system
- Ventilation and exhaust schedules
- Combustion air requirements for all new appliances
- BTU ratings of new gas fired appliances
- Diagram of gas piping including pipe sizes

### Electrical plan review requirements

- Location of new electrical devices: receptacles, lights, switches, appliances, panels, subpanels and disconnects
- Wiring diagram indicating size and type of wire
- Panel and sub panel schedules

### General requirements

- Ground Snow Load — 30 PSF
- Wind — 90 MPH (Wind Zone 5)
- Frost Depth— 36 inches
- Stairs: 8 1/4 " Max. Rise  
9" Min. Tread

## RESIDENTIAL INSPECTIONS

The following inspections are required under the Uniform Construction Code:

### **SUPERIOR WALL SYSTEM:**

Footing: Prior to installing stone bed and setting walls  
Foundation: Before framing work begins or backfill is installed

### **CONCRETE/MASONRY SYSTEM:**

Footing: Prior to pouring concrete  
Foundation: After 1st floor joist and deck are set, prior to backfilling

**PLUMBING ROUGH-IN:** Below ground and above ground. Both prior to covering.  
Drainage & water line test required.

**ELECTRICAL ROUGH-IN:** Prior to covering, all wiring & boxes shall be installed. All grounds shall be made for this inspection.

**MECHANICAL ROUGH-IN:** Prior to covering. Gas piping test is required.

**FRAMING:** Prior to insulation or covering

**INSULATION:** Prior to drywall

**DRYWALL:** Prior to finishing

**ELECTRICAL FINAL:** All equipment, fixtures, & devices shall be functional.

**MECHANICAL FINAL:** All equipment shall be set & functional.

**PLUMBING FINAL:** All equipment & fixtures shall be set & functional.

**FINAL:** Prior to any use or occupancy

Please check with the local inspectors to see which of these inspections will be required for your project.

Before requesting inspections, please ensure the work to be inspected is completed.

**All inspections must be called in at least 24 to 48 hours in advance.**

The field copy of the plans must be available to the inspector at the work site for review during inspections.