

Building Department Requirements for Permit Applications

Applications for building permits for new homes, decks, porches, attached and detached garages, and any additions to any of these buildings and structures must include a drawing of your property that shows the information outlined below.

- Show your front, side and rear lot lines. Show the length of those lot lines in feet;
 - Show the street that is at the front of your lot. Show both streets if your lot is a corner lot. Show the street and alley if your lot adjoins a street and an alley;
 - Show the length and width of all existing buildings and structures (home, detached garage, shed, pools, playhouses, etc.). If your home or garage is of irregular shape, show the measurements of each portion. Show the distance in feet between buildings /structures and front, side and rear lot lines;
 - Show the length and width of all proposed new buildings, structures, additions, decks or porches. Show the distance in feet between these buildings and structures and front, side and rear lot lines; and
 - Show the distance between the roof overhangs of proposed additions or new buildings and front, side and rear lot lines.
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The Building Inspector may be unable to approve your Building Permit Application if the information described above is not provided.

Revised: 3/15/2023