

BUILDING PERMIT CHECKLIST

Name _____ Building Permit # _____

Zone _____

Stick Built Manufactured Home Other

INSIDE CITY LIMITS

- _____ Fee Paid
- _____ Completed Application Form
- _____ City Zoning Clearance
- _____ Plat showing ownership, road access and tax ID number.
- _____ Plot Plan
- _____ Complete set of plans and building specs (for stick built homes) or Floor Plan and Footing and Foundation plan (for manufactured homes)
- _____ Other _____

OUTSIDE CITY LIMITS

- _____ Fee Paid
- _____ Completed Application Form
- _____ Plat showing ownership, road access and tax ID number.
- _____ Plot Plan
- _____ Road Encroachment Permit (State or County)
- _____ Letter of Intent for culinary and/or sewer hookups
- _____ Health Dept Approval of septic system
- _____ Complete set of plans and building specs (for stick built homes) or Floor Plan and Footing and Foundation plan (for manufactured homes)
- _____ Completed E.C. Building Permit Point System Qualifications Form
- _____ Other _____
