



PATIO COVERS

PLANS REVIEW "DROP OFF" CHECKLIST FOR PATIO COVERS

The following requirements may not be all inclusive. Additional requirements may be requested for any specific project or circumstance. Changes to the requirements may happen without notice of posting. All requirements and changes are subject to Building Officials discretion.

1. MUST HAVE THREE COPIES OF YOUR PLANS
2. ALL PLANS MUST BE LEGIBLE, CLEAR, CLEAN AND CONCISE
3. MUST HAVE A PLOT PLAN OF THE ENTIRE PROPERTY SHOWING DIMENSIONS OF THE PROPERTY, HOUSE AND PATIO COVER INCLUDING SETBACKS (A PLOT PLAN FILL OUT SHEET IS PROVIDED IN THE PATIO COVER HANDOUT)
4. MUST HAVE A DRAWING WITH ALL DIMENSION OF THE PATIO COVER AND ITS FRAMING MEMBERS INCLUDING ALL FASTNERS (THE PATIO COVER HANDOUT CAN BE USED TO FILL IN THE DIMENSIONS OF REQUESTED)
5. MUST HAVE A DRAWING SHOWING DIMENSIONS OF THE FOOTING AND SLAB FOR THE PATIO COVER (THIS CAN BE INCORPORATED WITH THE PATIO COVER DRAWINGS OR HANDOUT FILL INS)
6. ABSOLUTELY NO WORK IS TO BE DONE ON PATIO UNTIL AN APPROVED PERMIT IS ISSUED AND AN INSPECTION SCHEDULE IS GIVEN