

CONTRACTORS	COMPANY NAME	CONTACT NUMBER
GENERAL	_____	_____
EXCAVATION	_____	_____
CONCRETE	_____	_____
FRAMING	_____	_____
DRYWALL	_____	_____
ROOFING	_____	_____
SIDING	_____	_____
PLUMBING	_____	_____
ELECTRICAL	_____	_____
HVAC	_____	_____

YES	NO	NA	ITEM- SITE PLAN INFORMATION
			All features drawn to scale (recommended 1/4" = 1') (minimum 8 1/2" x 11" paper)
			North Arrow indicating 'North'
			Title Block with name of person who prepared the plans
			Legal description or address of property (lots, block, addition)
			Depict property lines with dimensions
			Distances of structures from lot or property lines (not streets, curbs or sidewalks)
			Show all structures, existing and proposed (include sheds, porches and decks)
			Show all streets, alleys and right-of- ways (include street names)
			Show all easements, existing and proposed
			Show all utilities from street into and across property
			Show drainage ways, existing and proposed
			show drainage easements, existing and proposed
			Show storage and staging areas for excavated material
			Show any significant topographical information
			Indicate driveway extending to street
			Indicate sidewalks (where planned or where required)

YES	NO	NA	ITEM- CONSTRUCTION DOCUMENTS GENERAL INFORMATION
			All plans drawn to scale (recommended 1/4" = 1') (minimum 8 1/2" x 11" paper)
			Plans drawn to sufficient clarity to read
			Title Block with name of person who prepared the plans
			Legal description or address of property, (lots, block, addition)
			Provide front, rear and side views of proposed finished structure to finished grade
			Contractors and owner info listed on title Block
			Clearly note and depict proposed use of the structure(s)

YES	NO	NA	ITEM- FLOOR PLAN
			The use of each room listed (master bedroom, bath, utility, etc.)
			Indicate all exits with shown door swing direction
			Window schedule or sizes and type on plans: Indicate egress windows
			Indicate locations of all required smoke alarms
			Indicate locations of all required carbon monoxide alarms
			Indicate all headers with dimensions and materials (LVL, steel, etc.)
			Indicate location of all HVAC and mechanical equipment
			Indicate dimensions of entire structure
			Indicate dimensions of each level (include basement-finished or unfinished)
			Indicate dimensions of each room /area
			Indicate required fire separation between attached garage and dwelling area
			Indicate required fire separation under stairways (fire-taping is required)
YES	NO	NA	ITEM- FOUNDATION PLAN AND DETAILS
			Indicate footings, stem walls, pier sizes, and retaining wall heights and locations
			Indicate size and placement of all reinforcement
			Indicate depth of footings below finished grade (48" frost depth)
			Indicate type and size of sill plate anchorage
			Indicate crawl space ventilation and crawl space access
YES	NO	NA	ITEM- WALL, FLOOR AND ROOF FRAMING DETAILS
			Provide wall section detail from footer to finished roof; dimensions and materials
			Engineered floor and/or roof truss data sheet required for loading verification
			Indicate engineered beam and joist type, size and manufacturer information
			Indicate wall, floor and roof framing size, height, span, spacing, species and grade
			Indicate wall and roof insulation type, location and R-value and vapor barrier
			Indicate interior and exterior wall and ceiling finishes
			Indicate attic ventilation and access location
			Indicate roof covering material
			Deck construction to conform to current Prescriptive Deck Construction Guide.
YES	NO	NA	ITEM- Remodel of Existing Structure Information
			Indicate the most current previous use of structure
			Provide rough sketch of current layout (prior to construction)
			Clearly note and depict planned changes (example: "this wall to be removed")
			If construction is only portion of structure, provide sketch of surrounding area and uses, (including dimensions, area use, exit pathways)

CUSTER CITY BUILDING REQUIREMENTS

RESIDENTIAL DISTRICTS:

All set-backs are measured from property lines (not street or center of street).
 Covered and enclosed porches, decks and steps are considered 'additions' by building code
 Minimum 7500 sq./ft lot area required for single family dwellings (water & sewer required).
 Townhouses shall have a minimum lot size of 5000sf for units with one common wall
 Townhouses shall have a minimum lot size of 2500sf for units with two common walls.
 The height of all structures shall not exceed thirty-five feet in height (avg roof height).

PRIMARY STRUCTURE SET-BACKS

Front Yard - 25 foot set-back from property line(s) abutting a street or street right-of-way.
 Back Yard - 25 foot set-back from interior property lines.
 Each Side Yard 6 foot set-back from interior property lines. (Interior property lines not adjacent to a street or alley).

Attached garages are considered part of the primary structure.

GARAGE AND ACCESSORY BUILDING SET-BACKS (DETACHED)

3 foot separation between detached accessory structures is required if no fire protection is provided.
 25 foot set-back from property line(s) abutting a street or street right of way.
 12 foot set-back from rear property line (abutting an alley).
 6 foot set-back from interior property lines.

REQUIRED INSPECTIONS	FOR OFFICIAL USE ONLY		Plan Review Invoice Number	
		VALUATION		#
<input type="checkbox"/>	A.	BUILDING PERMIT FEES		Per Fee Schedule
<input type="checkbox"/>	B.	Plan Review (=25% Permit Fee)		25% Permit Fee (A x 25%) (Paid prior to issuance of permit)
<input type="checkbox"/>	C.	WATER TAP FEE		Per Fee Schedule (Standard Res [\$500])
<input type="checkbox"/>	D.	SEWER TAP FEE		Per Fee Schedule (Standard Res [\$300])
<input type="checkbox"/>	E.	WATER METER		Per Fee Schedule (Standard Res [\$505])
<input type="checkbox"/>	F.	Sales Tax (6.5%)		Water Meter x 6.5% (E x 6.5%)
<input type="checkbox"/>	TOTAL FEE			A - B + C + D + E + F + G
<input type="checkbox"/>	ISSUED BY:		DATE ISSUED	

- This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.
- It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection.
- No building permit shall be issued until a site plan is filed with the Planning Department Administrator.

This permit conveys no right to occupy any street, alley or sidewalk either temporarily or permanently. Encroachments on public property, must be approved by the jurisdiction. Street or alley grades, depth and location of public or public sewers may be obtained from the Department of Public Works. The issuance of this permit does not release the applicant from the conditions of any applicable subdivision and or zoning restrictions.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified hereon or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction or the performance of construction.

X Signature of Project Owner _____ Date _____

X Signature of General Contractor _____ Date _____