INSPECTIONS & CODE
A DEPARTMENT OF COLUMBUS CONSOLIDATED GOVERNMENT

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Ryan Pruett
Director

REQUIRED ITEMS FOR BUILDING PERMIT REVIEWS

RESIDENTIAL CONSTRUCTION – NEW & ADDITIONS

ADDRESS _____

SIGNATURE _____

ITEM	√
COMPLETED PERMIT APPLICATION	
FOUR (4) COPIES OF THE SITE PLAN: **A. Δ YES Δ NO IS THE PROJECT LOCATED WITHIN 150 FEET OF A STREAM, RIVER, LAKE, OR OTHER BODY OF WATER? IF YES DELINEATE ON SITE PLAN ALL WATERS WITHIN 150 FEET OF PROJECT.** **B. Δ YES Δ NO IS THE LOT LOCATED IN OR PARCIALLY IN THE FEMA FLOODPLAIN? IF YES DELINEATE ON SITE PLAN FEMA FLOODPLAIN/FLOODWAY.** **C. DELINEATE ON SITE PLAN ALL EASEMENTS OF RECORD.**	
TWO (2) COPIES OF THE CONSTRUCTION DRAWINGS	
DIGITAL PLAN SUBMITTAL (PDF)	
RESIDENTIAL TREE PLAN APPLICATION	
ENERGY CODE AFFIDAVIT – 1	
ASBESTOS/LEAD AFFIDAVIT	
SEPTIC TANK LETTER (if applicable)	
ResCheck CERTIFICATE	

ACCESSORY STRUCTURES

ITEM	√
COMPLETED PERMIT APPLICATION	
THREE (3) COPIES OF THE SITE PLAN: **A. Δ YES Δ NO IS THE PROJECT LOCATED WITHIN 150 FEET OF A STREAM, RIVER, LAKE, OR OTHER BODY OF WATER? IF YES DELINEATE ON SITE PLAN ALL WATERS WITHIN 150 FEET OF PROJECT.** **B. Δ YES Δ NO IS THE LOT LOCATED IN OR PARCIALLY IN THE FEMA FLOODPLAIN? IF YES DELINEATE ON SITE PLAN FEMA FLOODPLAIN/FLOODWAY.** **C. DELINEATE ON SITE PLAN ALL EASEMENTS OF RECORD.** **D. DIGITAL PLAN SUBMITTAL (PDF)**	
IF ACCESSORY STRUCTURE TOTALS MORE THAN 400 SQ. FT. TWO (2) COPIES OF CONSTRUCTION DRAWINGS ARE REQUIRED	

CONSTRUCTION DRAWING REQUIREMENTS

- **ALL DRAWINGS MUST BE DRAWN TO ARCHITECTURAL OR ENGINEERING**
- **COMPLETED FLOORPLAN**
- **MINIMUM OF TWO (2) SEPARATE OUTSIDE ELEVATIONS**
- **DETAILED WALL SECTION**

RECEIVED BY _____

- **BHAR APPROVAL IF REQUIRED**
- **FAÇADE BOARD APPROVAL IF REQUIRED**

Revised 12/01/2020