Permit Checklist

Exterior Permits

- **Driveway**
  - Hardscape application
  - 2 copies of property survey to show location and setbacks from property line
  - Contract or cost estimate required with all submittals

- **Fence**
  - Fence application
  - 2 copies of property survey to show fence location
  - Utilities No Objection form **If necessary**
    ** Fences located in utility easement require “No Objection” form. Form available from Engineering Division
  - Landscape application if needed
  - Contract or cost estimate required with all submittals

- **Walkways, Patios, Sidewalks & Decks**
  - Hardscape application
  - 2 copies of property to show location and setbacks from property line
  - Engineered details will be attached to the approved permit
  - Contract or cost estimate required with all submittals

- **Sheds**
  - Building application
  - 2 copies of property survey to show location and setbacks from property line
  - 2 sets of engineered details for wind load compliance

- **Landscape**
  - Landscape application
  - 2 sets of signed and sealed landscape plans
- **Trellis**
  - Building application
  - 2 copies of property survey to show location and setbacks from property line
  - 2 sets of signed and sealed plans

- **Screen Enclosure / Patio Enclosure / Patio Roof (Aluminum Structures)**
  - Building application
  - 2 copies of property survey to show location and setbacks from property line
  - 2 sets of signed and sealed plans

- **Docks/Boat Lifts**
  - Building application
  - 2 copies of property survey to show location, dimensions of dock, setbacks from property line
  - 2 sets of signed and sealed plans
  - Electrical and/or Plumbing applications, if required

- **Swimming Pools / Spas**
  - Building application
  - 2 copies of property survey to show location and setbacks from property line
  - 2 sets of signed and sealed plans
  - Gas Plan, if gas heater included
  - Electrical, Gas and Plumbing (Auto Fill) as applicable

- **Generator**
  - Building application
  - 2 copies of property survey to show location and setbacks from property line
  - 2 sets of cut sheets for genset and transfer switch
  - Detail for concrete slab and connection of genset to slab (engineering may be required)
  - Electrical riser diagram and load calculations
  - Electrical application