



**BASIC PERMIT SUBMITTAL  
SUMMARY SHEET (Base/Registered Plan)**

Registered Plan:	Plan #:
Plan Owner:	
Date:	

**Building Features:**

Unfinished Basement: \_\_\_\_\_ Sq. Ft.  
 Finished Basement: \_\_\_\_\_ Sq. Ft.  
 1<sup>st</sup> Floor: \_\_\_\_\_ Sq. Ft.  
 2<sup>nd</sup> Floor: \_\_\_\_\_ Sq. Ft.  
 Unfinished Floor: \_\_\_\_\_ Sq. Ft.

**Total Floor Area:**

Garage/Carport: \_\_\_\_\_ Sq. Ft.  
 Decks > 30" above grade: \_\_\_\_\_ Sq. Ft.  
 Covered Porch/Deck: \_\_\_\_\_ Sq. Ft.  
 Accessory Use: \_\_\_\_\_ Sq. Ft.

**Number of:**

Bedrooms: \_\_\_\_\_  
 Bathrooms: \_\_\_\_\_  
 Fireplaces: \_\_\_\_\_

**Prescriptive Design:**

IRC     WFCM

**Engineering Analysis Was Provided For:**

- Full Structure       Foundation/Footings  
 Partial lateral design     Full lateral design  
 Vertical loads: non-uniform and loaded non-simple beams

Snow Load: \_\_\_\_\_ psf    Exposure: \_\_\_\_\_

Wind Speed: \_\_\_\_\_ mph    Footing Depth: \_\_\_\_\_

**Site Specific:**

Engineering Required for Each Permit:

YES       NO

**To be Completed for Base Plan Permit**

Base Plan Permit:
Contractor:
Contractor License:
Parcel:
Site Address:

**Approved Options List**

Description	Yes	No	Adjustment	Page #

**Architectural Details Options**

Description	Yes	No	Page #

Walls less than 5' to a property line must be 1-hour. Projections less than 2' greater than 5' from the property line must have a 1-hour fire-resistive construction on the underside or fire blocked from wall plate to underside of roof sheathing with no vent options. **Projections closer than 2' to the property line are not allowed.**