INSPECTION DEPARTMENT
OUT BUILDING, REMODEL,
AND DECK CHECKLIST

☐ Building Plans 1 set any scale
☐ Drainage plan – with elevations
☐ Plot Plan – with distances to lot lines, other buildings, septic, well, etc.
☐ Header and support sections
☐ Contractor certification card – copy
☐ Contractor qualifier number
☐ Signature on permit
☐ Proper fees
☐ Receipt Number __________

**If construction is to occur inside an airport zone:**

☐ Airport Zone Permit