

CITY OF TOMAH INSPECTION DEPT.

Building Permit Checklist-All Construction

This is a checklist for submitting drawings and information when making application for a building permit for a site-built home and/or additions/alterations.

Drawings must be legible and drawn to scale or dimensioned and include:

1. Plot plan showing the location of the structure and any other structures on the property with respect to property lines.

2. Floor plan which shows:

The size and locations of:

- 1) Rooms;
 - 2) Doors;
 - 3) Windows;
 - 4) Room use;
 - 5) Structural features – size, species and grade of lumber or other structural material for joists, beams, rafters, trusses, headers, studs, and columns; strength, thickness, and reinforcement (if any) of concrete for footings, foundations, floors and any other concrete work; height and thickness of concrete and/or masonry construction;
 - 6) Exit passageways (hallways) and stairs (including all stair dimensions – risers height, tread width, stair width, headroom and handrail heights);
 - 7) Plumbing fixtures (bathroom, kitchen, etc.) – lavatory, water closets, water heater, softener, etc.;
 - 8) Chimney(s) – include also the type of construction (masonry or factory built) and rating, if metal;
 - 9) Heating equipment;
 - 10) Cooling equipment (central air conditioning, if provided);
 - 11) Attic and crawl space access; and
 - 12) Fire separation between dwelling and garage.
3. Elevation drawings which show:
 - A. Information on exterior appearance; and
 - B. Indicate the location, size and configuration of doors, windows, roof, chimneys and exterior grade level

4. Cross-sectional drawing which shows:
 - A. Exterior grade level;
 - B. Footing and foundation wall sizes, drain tile system and types of materials;
 - C. Exterior wall construction identifying materials used (including insulation and vapor barrier);
 - D. Roof construction identifying materials used and spans (including insulation and vapor barrier); and
 - E. Floor construction identifying materials used and spans (including insulation, if used);
 - F. Braced wall lines.

5. Any additional information to help determine compliance with the code, such as: (optional at inspector's request.)
 - A. Location of electrical outlets, lights, switches, main distribution panel and smoke detectors;
 - B. Manufacturer's name, model number and input/output rating of heating appliance(s). Also include cooling appliance if central air is installed;
 - C. Size and location of ventilation openings for attics and crawlspaces (can be shown on floor plans or elevation plans);
 - D. Location of any exhaust fans to be installed;
 - E. Plumbing isometric plan; or
 - F. Licensed plumber's license number.

6. One Department of Commerce – approved RESCHECK filled out completely and signed for **New** One & Two family dwellings.