

Starting February 3, 2014 Building Plans shall be submitted under the 2012 IBC and ICC A117.1-2009 Accessible Code

1. Provide two hard copies and one cd of building plans.
2. Submit Plans with Cover Sheet Information Form (Plans will not be reviewed until cover sheet is complete and plan review paid).
3. Allow minimum 14 days for plan review.
4. After review both hard copies will be returned to owner or contractor and one copy shall be kept on jobsite at all times.
5. After building permit has been issued, if changes are made to plans and changes have not been submitted for re- approval by building official, owner or contractor will be required to pay additional plan review before any inspection will be done.
6. Fire-Stop System Certificate of Completion shall be completed before CO will be issued.
7. New buildings exceeding 1200 square feet are required by building department to submit drawings.
8. Plans will be reviewed by Building Official and Fire Marshal

All forms can be found on the town's website under the Building Department.