

CHECKLIST OF REQUIRED DOCUMENTS TO DEEM APPLICATION COMPLETE. PLEASE CHECK OFF THE DOCUMENTS BEING SUBMITTED AND UPLOAD THE CHECKLIST

Building - Residential Minor Repair (Less than \$5,000) Repair of an existing permitted item(s)

Plan Reviews: Building Review, Planning Review, Structural Review

Inspections: Building Final, Columns

Drawings: 1 Set of Digitally or Electronically signed and sealed drawings - See [Online Permitting Resource Center](#) for instructions.

Drawings included:

- Signed & sealed topographic/boundary survey
- Structural Plans

Supporting Documents:

- Structural Calculations
- Special Inspector Forms
- DRB, HPB, BOA recorded order or Determination of Architectural Significance (if applicable) scanned into plans after cover sheet.