

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

Building - Residential Stairs

Plan Reviews: Building Review, Planning Review, Structural Review

Inspections: Building Final, Planning Final, Reinforced Steel, Rough (In-Progress), Special Inspector Log

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 (if exterior)
- Architectural plans
- Structural Plans
- Existing and proposed floor plans
- Site Plan (with setbacks- existing and proposed, property lines, lot dimensions, grade elevation as per survey). Site plan shall also include all proposed structures such as fences/walls, accessory buildings, pool, decks, walkways, mechanical equipment, railings, etc. as may be required
- Exterior building elevations

Supporting Documents:

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