

Permit Checklist for Shop Drawing - Other

Plan Reviews Building-Multiple Trades, Fire

Inspections*

N/A

PROJECTS MAY REQUIRE PLANNING BOARD APPROVAL PRIOR TO BUILDING PERMIT SUBMITTAL.

For the Planning Department Checklist, visit: www.tinyurl.com/64sdj66m

For Online Permitting Resources, visit: www.tinyurl.com/2552jdam

Required Construction Documents for Submittal: Digitally or electronically signed and sealed drawings – (Visit the Online Permitting Resource Center link noted above for instructions).

Construction Documents	Department Review
☐ Delegated Engineering Plans with Designer of Record review and approval	Building, Fire
☐ System Plans to include layout, sizes, and dimensions	Building, Fire

Supporting Documents that May be Required:

Construction Documents	Department Review
□ Structural Calculations	Structural
☐ Cut Sheets	Fire
□ System Calculations	Building, Fire

^{*} Requires an issued Master permit. Location, look, and dimensions must match the approved master permit.