

Department of Community Development

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RESIDENTIAL PERMIT REQUIREMENTS

What's Required

To obtain a building permit for construction of a new structure, addition, accessory building, or substantial improvement for a residential use in the City of Perry, the following information shall be shown or provided in detail on a plan drawn to scale with dimensions:

- **Site plan**: To include, lot dimensions, setback information, utility locations, easements, tree or special landscape location/requirements, driveway locations and area of construction. If grading is required to correct storm water runoff, indicate how this is to be done and obtain approval before grading begins. E&S measures may be required
- Building plans to include:
 - o Foundation plan
 - **Elevations** to include window and door locations (indicate hazard glazing if required), exterior finishes, guard and/or handrails if over 30" above grade
 - Wall Section, indicate insulation R-value and air barrier locations
 - **Roof plan** to include, dimensional lumber sizes if stick built or truss plan, (truss plan needs to be on site at time of framing inspection)
 - **Floor plan** to include, room sizes with designation, doors sizes with swing direction, window sizes, stair location, attached or detached garages and future or unfinished areas
 - **Beams**, any engineered lumber (IvIs, glulams,etc) require the submittal of load calculations and associated beam layout. Any engineered or manufactured trusses or joists require the submittal of shop drawings and associated layouts. These items fall outside the scope of the prescribed methods of the IRC and therefore we need to verify that you are following the manufacturers requirements as well and the associated loads are adequately considered.

Residential plans are not required to be stamped by an Architect or Engineer unless the structure is over three (3) stories in height or has mixed uses not considered as residential or has unique construction designs or site conditions not standard to residential uses.

Application Process

All plan submittals shall be submitted through the Citizens Self Service Portal in a PDF format, legible, in a minimum scale of 1/8" = 1' or larger, architectural style and be specific to your project. These requirements are minimum standards and may not be all inclusive. Work must comply with all State and local laws, codes and ordinances. Please allow ten business days for review. Issuance of all submitted new residential permits will be processed when invoice is paid.