

## Tips For Permitting

- Required Drawings are listed by the DPP for Both Single Family Homes {SFH} and all other properties.
- Most projects valued at less than \$35,000 for SFH Single Story Dwellings often can be accepted if prepared by a draftsman.
- Similarly for projects valued at less than \$45,000 for SFH Two Story Dwellings often can be accepted if prepared by a draftsman.
- All plans and permit applications are to be submitted via the DPP EPlans system. No paper plans any longer.
- Every submitted EPlans project will be reviewed by Building, Electrical, Plumbing, Mechanical, Board of Water Supply, Wastewater Management, Fire Department, Stormwater Management Control, and Zoning. Drawings submitted are expected to supply code approvable designs and other notations to meet these jurisdictions.
- All Flood Zone properties have to be reviewed and approved by the SMA – Shoreline group. These are a separately applied for set of permits in addition to the normal DPP permits.
- Generally any structure/dwelling 50+ years old MAY be required to be reviewed and approved by DLNR-SHPD. This is a separately applied permit. The DPP reviewer will determine if your project is to be reviewed by DLNR-SHPD.
- All Additions to building areas now require a Topological Plan to be included in the plan set; even for Flat Lots.
- Any Exterior work requires 2 Special Forms and 2 Special Drawings to be prepared by a City County Certified Erosion Sediment Control Planner. This includes any new concrete of any kind and any new roof overhangs.
- All existing Cesspool properties seeking a building permit are subject to a review by the Department of Health Waste Water Division to determine if the cesspool must be replaced by a new approved engineered Septic System. The DPP reviewer will determine if your project is required to secure this approval.
- Redesign – Alteration – Additions that remove any wall or walls generally will have to supply structural calculations. Same for any Roof – Floor assemblies to be built. Often these calculations have to be generated by architect or engineer showing the calcs, signature, date, and stamp of the professional. New for 2024 is the need to show the new Load Paths for gravity and wind loads.
- Every property work requiring changes to the existing Land Contours requires additional applications, various calculations, specialized drawings, and architect and or engineer's stamp, signature, and date.
- Any project requiring any change to any utility requires separate applications and often specialized drawings to the utility's requirements. The DPP reviewer will determine when any of these are required.

Other requirements can be imposed as determined by the DPP Reviewers.