



OFFICE OF THE STATE BUILDING INSPECTOR PERMIT CHECKLIST

PROJECT NAME: _____

PROJECT LOCATION: _____

PROJECT NUMBER: _____

TYPE OF PERMIT REQUESTED: _____

The following information shall be submitted prior to permit issuance:

Date
Received:

1. _____ Completed building application form.
2. _____ Two sets of completed signed & sealed construction documents.
3. _____ Geotechnical report, with borings, stamped by the engineer.
4. _____ Independent structural review of threshold buildings.
5. _____ Statement & schedule of special inspections.
6. _____ Design computation information.
7. _____ Energy conservation per IECC.
8. _____ All required environmental permits or sign-offs.
9. _____ Education training fee remittance.
10. _____ OSFM recommendation for permit issuance.
11. _____ Certificate of substantial compliance from contracting agency.