



Norton Shores Building Division
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Telephone: (231)799-6801

CHECKLIST FOR RESIDENTIAL GARAGE/ACCESSORY STRUCTURE
ITEMS REQUIRED ON ALL DRAWINGS PRIOR TO PLAN REVIEW

TWO (2) SETS OF DRAWINGS

ONE SET WILL BE APPROVED AND RETURNED TO YOU. THIS SET MUST BE ON THE JOB SITE OR **NO** INSPECTIONS WILL BE CONDUCTED. THE DRAWINGS MUST BE ACCOMPANIED WITH ANY ENGINEERED SHOP DRAWINGS RELEVANT TO YOUR PROJECT.

CONSTRUCTION DOCUMENTS SHALL BE OF SUFFICIENT CLARITY TO INDICATE THE LOCATION, NATURE AND EXTENT OF THE WORK PROPOSED AND SHOWN IN DETAIL AND WILL CONFORM TO THE PROVISIONS OF THIS CODE.

- _____ SITE PLAN - LOCATION OF ALL STRUCTURES INCLUDING PROPOSED GARAGE & DRIVEWAY (LENGTH & WIDTH) & LABEL STREETS
- _____ CROSS SECTION / CUT OF BUILDING
- _____ FOUNDATION PLAN
- _____ FLOOR PLAN
- _____ ELEVATIONS
- _____ TRUSS SPECS OR ROOF LOADING DATA SHEET
- _____ SIGNED & COMPLETED BUILDING PERMIT APPLICATION

OWNER RESPONSIBLE TO ACQUIRE PRIOR TO BUILDING PERMIT ISSUANCE (IF APPLICABLE)

- _____ DEQ – WETLAND AND CRITICAL DUNES
- _____ SOIL EROSION – WITHIN 500’ OF ANY BODY OF WATER, INCLUDING WETLANDS
- _____ DEPARTMENT OF PUBLIC WORKS PERMIT RIGHT OF WAY PERMIT (DRIVE APPROACHES)
- _____ DESIGN FLOOD ELEVATION

REQUIRED INSPECTIONS:

- FOOTING FORM
- WALL FORM
- PRE-BACKFILL
- ROUGH-IN
- ICE/WATER PROTECTION
- FINAL