



# Permit Application Checklist

**Before submitting your application for a building permit, contact your building department to find out exactly what paperwork it requires and how long it will take to process your application. Ask whether pre-submittal meetings or plan check appointments are available.**

**Many homeowners find the smoothest path is to have the designer submit the initial permit—since they're closest to the plans—and then hand off communication to the contractor once construction begins. If you're on a tight budget and feel confident navigating bureaucracy, you can submit the application yourself.**

**Depending on your site and location, you may need to provide all of the following documents:**

- Several full sets of construction plans (blueprints), signed by your designer, architect, or engineer, if required by your building department

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- Site plan showing the home's placement, setbacks, access, and drainage

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- Structural calculations (where required), typically prepared by a licensed structural engineer

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- Soils or geotechnical report, often required in hilly, seismic, or high-risk zones

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- Title 24 energy compliance documents (in California), or equivalent local energy code documentation in other states

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- Engineering stamps or certifications, if the project includes unusual loads, steep slopes, or non-standard materials

