



PERMIT CHECKLIST

As the applicant, you are responsible to meet all of the requirements listed below.
 If property is not served by City Sewer – see DeWitt Piatt Bi-County Health Unit.

1. Footings (size)_____ (size)_____
2. Drain Tile _____ (out)_____
3. Foundation Walls (Width) _____ (8")_____ (10")_____
4. Floor Joists (16"o.c.)_____ (24"o.c.)_____ (size)_____
5. Floor Trusses or (TJI) (16"o.c.)_____ (24"o.c.)_____ (size)_____
6. Studs (16"o.c.)_____ (24"o.c.)_____ (size)_____
7. Ceiling Joist (16"o.c.)_____ (24"o.c.)_____ (size)_____
8. Trusses (16"o.c.)_____ (24"o.c.)_____ (size)_____
9. Roof Rafters (16"o.c.)_____ (24"o.c.)_____ (size)_____
10. Stairs: a. Headroom: 6'8" min. _____
 b. Max. Riser: 7 3/4", Min. Tread: 10" _____
11. Exterior Walls (frame)_____ (brick)_____
12. Guard Rails (height 3'0" min)_____
13. Spindles (spacing) Max 4" Clearance _____
14. Attic Access (22" x 30" scuttle hole)_____
15. Crawl Space Access (18" x 24")_____
16. Crawl Space Ventilation (How provided)_____
17. Smoke Detectors/Carbon Monoxide (one each bedroom)_____ (one on each floor)_____
18. Bathroom Exhaust Fans (direct vent to outside)_____
19. Egress Windows (44" max. sill height, 5 sq.ft. min. 1st fl., and basement; 2nd fl. 5.7 sq. ft. min.)_____
20. All gas fireplaces must have shut off valves outside of unit, within 6' and in same room. _____
21. Roof Vents – 1 sq. ft. per 300 sq. ft. of roof area. _____
22. All holes on top & bottom plates must be draft stopped; for rough-in inspection. _____
23. Stair Nosing (1 1/4" max) (3/4" min.) _____
24. Sump Pump _____
25. Garage Floor (4" min. lower than entry to home)_____
26. 3' Exterior Door (at least 1 per house) _____
27. Number of Bathrooms (completed)_____ (Rough-in Baths) _____
28. Tempered Glass in bathrooms with tub or shower 60: or less from floor _____
29. Service size _____
30. Is the homeowner doing his or her own wiring? Yes___ or No _____
31. Central Air? Yes___ or No _____
32. Garbage Disposal? Yes___ or No _____
33. Dishwasher? Yes___ or No _____
34. Is basement finished? Yes___ or No _____
35. Central alarm or security system? Yes___ or No _____
36. Is the plumbing contractor licensed? Yes___ or No _____
37. Moisture barrier behind all brick veneer? Yes___ or No _____
38. Vapor barrier between slab and base course Yes___ or No _____
39. Hurricane clips on all rafters and trusses Yes___ or No _____
40. Deck Yes___ or No _____
41. Address numbers on house (City min. 3") _____