



CITY OF OAK PARK HEIGHTS

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RESIDENTIAL BUILDING PERMIT APPLICATION CHECKLIST

New Residential Construction and Additions

- Building Permit Application
- Two (2) sets of: Construction Plans which include floor plans, elevations and framing details, footing details, manufacturers specification for floor and roof.
- Site Plan (scaled) including all pertinent structures and additions, their size and distance from the property lines. A Certificate of Survey may be required.
- Energy Calculations
- Copy of State License

You will be called as soon as your permit application and plans have been reviewed and approved. Separate permits are required for plumbing, HVAC, and electrical work.

Residential Remodeling (not involving additions)

- Building Permit Application
- Two (2) sets of Construction Plans which include floor plans, elevations and framing details
- Energy calculations (if required)
- Copy of State License

You will be called as soon as your permit application and plans have been reviewed and approved. Separate permits are required for plumbing, HVAC, and electrical work.

Pools, Porches and Decks

- Building Permit Application
- Two (2) sets of plans
- Site Plan (scaled) including all pertinent structures and additions, their size and distance from the property lines. The site plan should indicate drainage patterns with arrows (pool drawings must show location of mechanical boxes and closest buildings on neighboring property). A Certificate of Survey may be required.

You will be called as soon as your permit application and plans have been reviewed and approved. Separate permits are required for plumbing, HVAC, and electrical work.

Please call the Building Department if you have any questions regarding setbacks, fencing, or information required on the plans. We will do our very best to answer your questions in a simple, easy to understand manner.