



BuildTECH

Consulting & Inspections Inc.

Building & Fire Code Consulting & Inspections

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Permit Application Checklist – DETACHED GARAGE

Home Owner/Builders: The following information is required when submitting an application for a residential building permit and before a building permit is issued. The plan review will not begin until all required information is provided.

APPLYING FOR A BUILDING PERMIT DOES NOT EQUATE TO PERMISSION TO START CONSTRUCTION – BUILDING PERMITS WILL BE ISSUED BY THE MUNICIPALITY ONCE ALL ZONING AND BUILDING APPROVALS ARE COMPLETE.

Required Information:

2 complete sets of plans are required to be submitted along with the **Building Permit Application** for review and record. The plans shall include:

- **“Detached Garage Checklist”** properly filled out.
- **Site Plan** with the following information:
 - Show size and location of existing house and propose addition
 - Show size and location of existing buildings on property
 - Show lot dimensions and shape
 - Show distance between buildings and property lines
 - Show North direction arrow
- **Floor Plans** with the following information:
 - Any interior wall development if applicable
 - Window sizes, locations, and type
 - Door sizes, locations and swing direction
 - HVAC unit/system location

When is an Engineer Required?

- Professionally designed sealed engineer drawings may be required for the following conditions:
 - A detached garage foundation supporting living space
 - Thickened edge slab foundations where the truss span is greater than 32 feet.

Required On-Site Inspections: (inspection requirements may change depending on the project type and size)

- Framing / Final prior to installation of any interior cladding or finishes, preferably after the exterior cladding is complete.
- Inspection of insulation / poly / interior finishes is not required; the work is often done months or years after framing and detached garages are not considered living space.

Inspection Call-In Program:

- It is the owner’s responsibility to contact BuildTECH to arrange for all mandatory inspections.
- Work shall not proceed to a point that would cover up any required inspection stages.
- Failure to notify BuildTECH with appropriate time frames could lead to measures to uncover work at the owner’s expense.
- Contact BuildTECH at 306-370-2824, or call4inspection@gmail.com, to arrange for inspections; please provide at minimum 72 hours notice.