

**Residential Checklist  
New Structures and Additions**

Location: \_\_\_\_\_ Permit # \_\_\_\_\_  
Owner: \_\_\_\_\_

The following information must be provided before your application for a building permit can be accepted:

- \_\_\_\_\_ 1. Complete building plans
- \_\_\_\_\_ 2. Site plans

The following information must be provided in order to process your plans in a timely and consistent fashion:

- \_\_\_\_\_ 1. All plans drawn to scale
- \_\_\_\_\_ 2. Foundation plan
- \_\_\_\_\_ 3. Floor plan
- \_\_\_\_\_ 4. Floor framing plan. May be included on foundation plan if simple design.
- \_\_\_\_\_ 5. Roof framing plan. May be included on floor plan if simple design.
- \_\_\_\_\_ 6. Cross sections from roof to footing
- \_\_\_\_\_ 7. Exterior elevations
- \_\_\_\_\_ 8. Details as needed to show compliance with all codes

I understand it is my responsibility to comply with all codes, rules and regulations of the City of Colstrip. I have provided the information as stated above and acknowledge that any omission in the required documentation is my responsibility and if not provided may result in a delay in the review process.

Signature of Applicant: \_\_\_\_\_