

## **Residential Building Permits**

(All requirements may not be necessary for some projects)

1. Property Address – If new Property/Address, must first be authorized through Engineering Department
2. 1 Set of hard copy Plans
3. 1 Set of electronic plans uploaded into View Permit.
4. Estimated Cost excluding Cost of Land, Electrical, Plumbing/Gas
5. Description of work
6. Owner Authorization – separate sheet acceptable; uploaded into View Permit
7. Workers Compensation and/or certificate; uploaded into View Permit
8. Tree Warden Sheet if applicable; uploaded into View Permit
9. Waste Hauler/Rubbish Hauler
  - A. Address
  - B. Is hauler registered w/Board of Health?

### **For New House (or additions)**

10. Proposed Plot Plan uploaded into View Permit
11. Permit Calculation worksheet provided by the Lexington Building Department; uploaded into View Permit
  - A. Basement floor area
    1. Finished
    2. Unfinished
  - B. Attached Garage floor area
  - C. Basement Garage floor area
  - D. First Floor Area
  - E. Second Floor Area
  - F. Third Floor Area
  - G. Open Porch/deck floor area
  - H. Covered/roofed porch/deck
  - I. Other-unfinished over garage
  - J. Mechanical
12. Total proposed gross floor area
13. Total Number of Bedrooms and Bathrooms
14. Meeting with Building Commissioner is available for plan review (by appointment)