

## **Building Permits:**

### **Instructions for Creating a Floor Plan for Interior Renovations and/or Additions**

**All building permit applications for interior renovations and additions shall include a floor plan.**

A floor plan is a drawing of the structure as seen as if it is cut horizontally a few feet above the floor. One floor plan is required for every floor of the house which is affected by the new construction. Each plan needs to show the interior layout of the level in question.

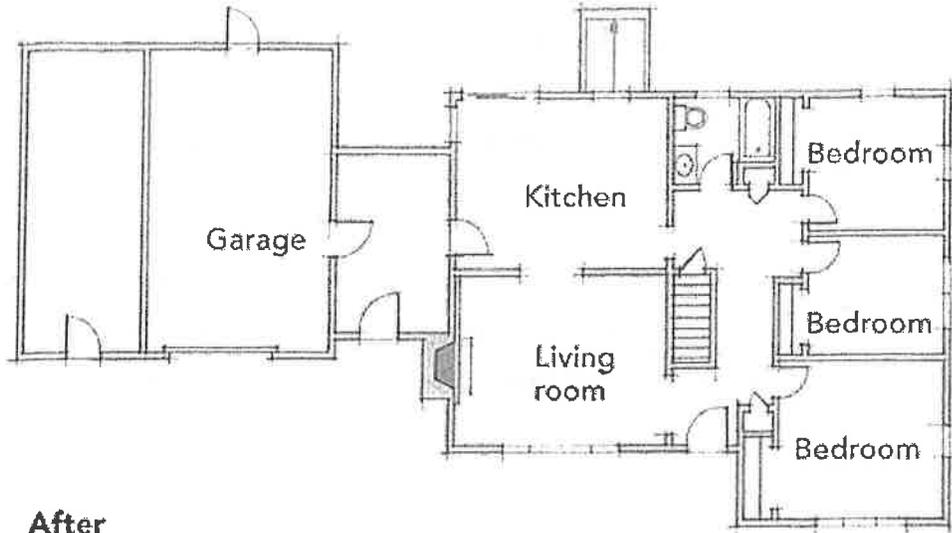
#### **Floor plans should include:**

- Scale (graph paper can be used with size of grid blocks noted)
- Use of rooms & spaces
- Dimensions
- Extent of new construction including new work within existing building
- Location of exterior and interior walls
- Height and location of partitions
- Widths, locations and sizes of all openings
- Location and dimensions of stairs

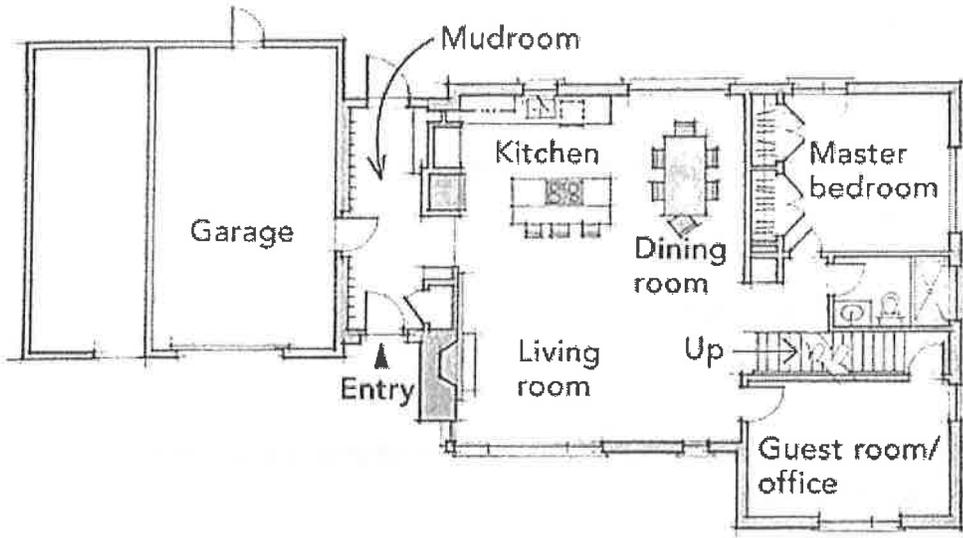
Mark all existing versus proposed walls etc. This can be accomplished by a “before” and “after” floor plan. See attached examples.

# \* Example \*

Before

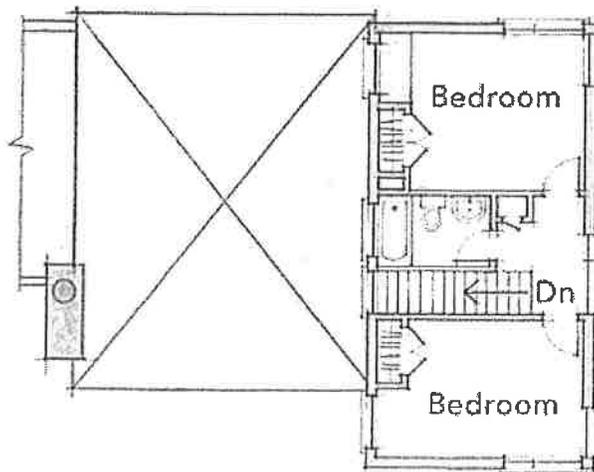


After

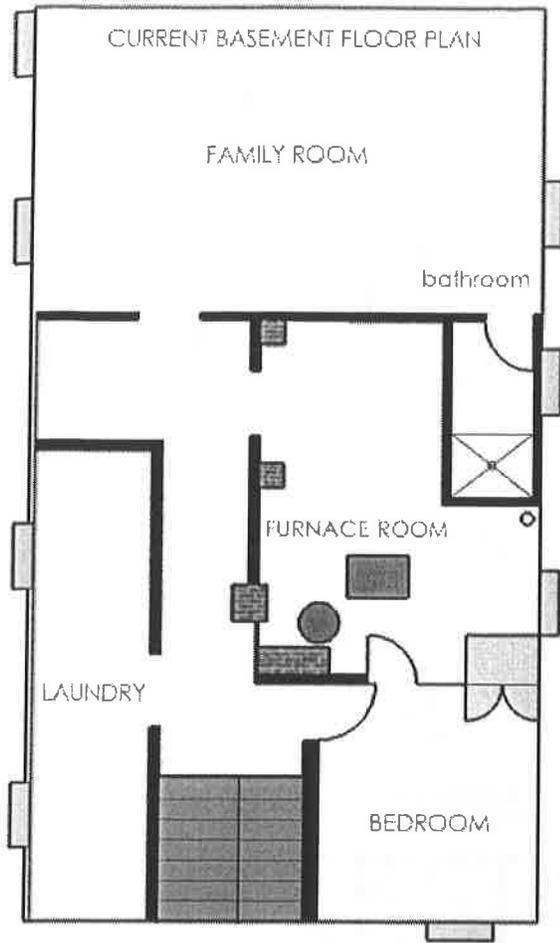


North

0 2 4 8 ft.

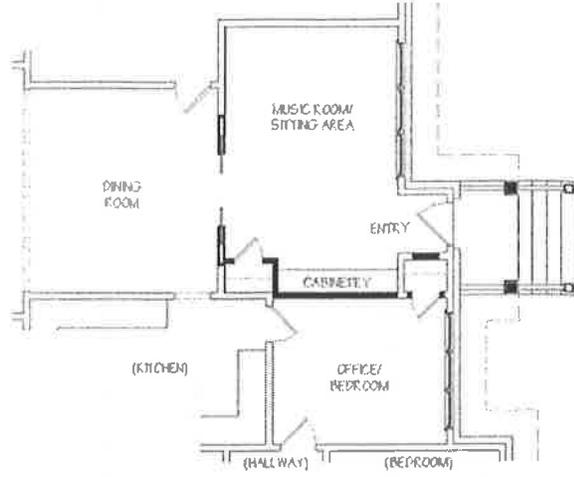


# \*Example\*

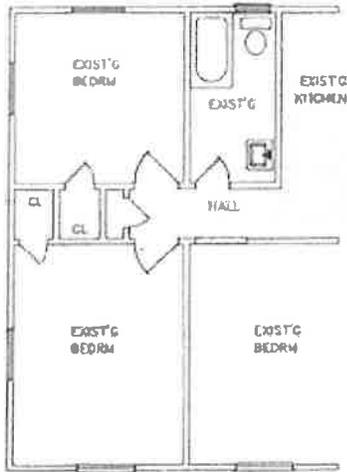




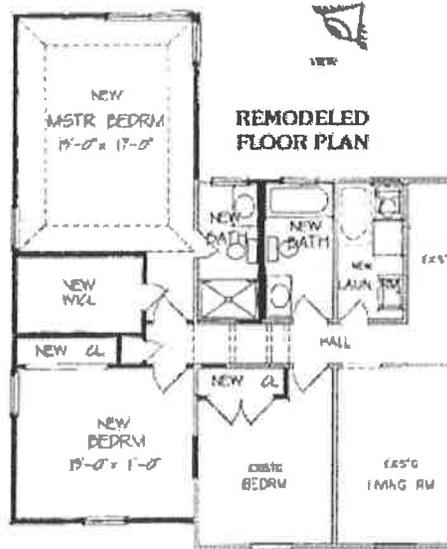
PARTIAL FLOOR PLAN (BEFORE)



RENOVATED FLOOR PLAN



EXISTING FIRST FLOOR PLAN



**REMODELED FLOOR PLAN**

**\* Example \***

(4)