



Department of Planning & Community & Economic Development

## **Building Inspection Division**

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Madison Municipal Building, Suite 017  
215 Martin Luther King Jr. Blvd.  
P.O. Box 2984  
Madison, Wisconsin 53701-2984  
Phone: (608) 266-4551

### **Building Plan Submission Check List- Pergola**

- Completed [Building Permit Application Data Sheet](#)
- TWO complete plan sets containing all of the following items and information
  - All plan elements clearly drawn to scale, scale must be clearly identified on plan set
  - Site plan
    - Identify and dimension all lot lines
    - Identify and dimension all building and site features
    - Dimension distances from building to the lot lines
  - Elevation view
    - Detail exterior appearance of the building for each side elevation, label direction of each elevation
      - Identify the type of exterior materials used
      - Dimension building elevations for width, eave height, peak height, size and configuration of doors, windows, roof, chimneys, exterior grade, footings and foundation walls
  - Foundation plan
    - Detail building outline and foundation
    - Label and dimension the size and depth for column footings, frost walls, or thickened edge slab
  - Framing plans
    - Dimension and label size and type of lumber or material used for all beams, columns, joists, and rafters
    - Detail any special framing requirements