

## **City of Omaha Permits and Inspections**

### **Residential Building Permit Submittal Checklist for Driveways, Side Walks, Sheds, Decks and Detached Garages**

This checklist contains the standard information required on submittals for residential construction projects. For additional information, please contact Permits and Inspections, 1819 Farnam Street, 11th Floor, Suite 1110, Omaha, NE 68183, (402) 444-5350

Three (3) sets of plans are required to be submitted at the time of your application.

All submittals for driveways, sheds, garages and room additions building permits should be appropriately scaled (1/8" per foot on 8" x 11" sheets min.) and should provide the following information:

#### **Driveways and Sheds under 150 Sqft.:**

##### **Owner/Applicant/Information:**

- Owner's Name
- Owner's Mailing Address
- Owner's E-mail
- Contact Person's (Owner or Owner's Rep.)
- Contact Person's mailing address
- Contact Person's E-mail
- Phone Number
- A site plan drawing to scale showing:
  1. Location and dimensions of boundary lines, easements, required yards and setbacks of existing buildings, driveways, and sheds.
  2. Location and dimensions of all ground coverings (sheds, driveways, garages, patios, etc.)
  3. Indicate street names and orientation of the lot (north arrow)

#### **Decks, Sheds and Detached Garages over 150 Sqft:**

##### **Owner/Applicant/Information:**

- Owner's Name
- Owner's Mailing Address
- Owner's E-mail
- Contact Person (Owner or Owner's Rep.)
- Contact Person's mailing address
- Contact Person's E-mail
- Phone Number
- A site plan drawing to scale showing:
  1. Location and dimensions of boundary lines, easements, required yards and setbacks of existing buildings, driveways, and sheds.
  2. Location and dimensions of all ground coverings (sheds, driveways, garages, patios, etc.)
- Building section or wall section for sheds, cover decks and garages. Section drawings must clearly indicate the construction of the walls, floor, and roofs with all components called out.
- The attachment of decks, garages and sheds to houses must be clearly shown.
- The layout and size of decks including location of posts, beam, joist, decking, stairs and railings.
- Footing layout plans indicating the size and location of all required footings.