APPLYING FOR A PERMIT:

You will need all of the following documents when applying through the IDT web portal:

- **Proposed Plot plan:**
  1. Plot plan must be to scale, show existing construction and proposed construction dimensioned to the property lines.
  2. You can use an existing survey of the property or hand draw a scaled site plan. An as-built survey may be required to verify the location of the new work during construction.

- **Construction plans:** Indicate on plans the name and address of the person designing the plan.
  1. Floor plans
     a. Label all rooms with use; show all doors, windows, stairs, plumbing fixtures.
     b. Scale and dimension plans, show square footage on plans.
  2. Structural plans
     a. Foundation: footing type and size (call out thickness, width, depth).
     b. Framing: for each floor call out framing members (girder, floor joist, header, etc.).
     c. Roof: indicate roof type; call out all framing members (rafter, ridge, header, ceiling joist, etc.).
     d. Wall bracing is required at all exterior walls per R602.10. Show wall bracing on the plans.
  3. Elevation drawings
     a. Provide elevation drawings and construction details as necessary for clarification.
  4. Engineering as need for methods not covered by the code:
     a. Structural ridge not supported directly to the foundation, truss roof systems.
     b. Engineered metal building systems
     c. Alternate wall bracing or foundation methods.
     d. Other structural conditions not covered by the Code.

FEES:

Fees are per the Town of Cary’s current approved budget document.

INSPECTIONS:

Required inspections will be determined upon your permit application and approval.