



MIKE COOPER
Mayor

CITY OF COVINGTON

BUILDING PERMITS OFFICE

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RESIDENTIAL RAISE A STRUCTURE BUILDING PERMIT CHECKLIST

Raise a structure means no square footage is added, only alterations to sure up the existing structure.

- Completely filled out and signed application
- Cash sale document showing ownership
- State Licensed contractor shall secure permit.
- Proof of insurance
- Foundation plan
- How many piers, span between piers, how it is strapped, etc.
- WFCM 2001 High Wind Construction Manual
- Permit fee - \$100
- Re-inspection fee is \$100 each time failed inspection. Fee must be paid before re-inspection will be scheduled.
- Scope of Work letter - make a sketched detailed drawing and attach a Scope of Work letter detailing all work being done and materials being used in construction.