

Building Checklist for New Windows in Existing Load Bearing Walls

Information to be provided to apply for a Building Permit:

1. Completed Application Form.
2. Three (3) copies of fully dimensioned drawings at 1:100 to show:
 - a) plan at each floor level;
 - b) elevations;
3. Three (3) copies of an Allotment Plan at 1:500 to show:
 - a) boundaries and dimensions of the site;
4. Three (3) copies of specifications for the building, or fully detailed notation on plans (Lintel and jamb stud sizes).