



## SCREEN PORCH CHECKLIST

- Certificate of Survey
- Erosion Control Plan
- NPDES Escrow Form
- Copy of Minnesota State Residential Building Contractor or Remodeler License  
(if not already on file at City Hall)
- Acknowledgement of Property Owner (if property owner is general contractor)
- Submit plans drawn to scale:
  - A floor plan indicating the proposed porch size, size and spacing of floor joists, size of decking size, location and spacing of posts, size of headers, size and spacing of rafters
  - A Cross section view indicating the diameter and depth of footings, size of posts, header size supporting floor joists, floor joist size and spacing, flooring material, guardrail height (if any), ceiling height, header size over glazed and screened openings, type(s) of sheathing and siding material, size and spacing of roof rafters and pitch of roof
  - Elevations indicating the height of structure from established grade, type of roof covering material.