



Department of Planning & Community & Economic Development

Building Inspection Division

Madison Municipal Building, Suite 017

215 Martin Luther King Jr. Blvd.

P.O. Box 2984

Madison, Wisconsin 53701-2984

Phone: (608) 266-4551

Building Plan Submission Checklist- Pergola

- ☐ Completed [Building Permit Application Data Sheet](#)
- ☐ TWO complete plan sets containing all of the following items and information
 - ☐ All plan elements clearly drawn to scale, scale must be clearly identified on plan set
 - ☐ Site plan
 - ☐ Identify and dimension all lot lines
 - ☐ Identify and dimension all building and site features
 - ☐ Dimension distances from building to the lot lines
 - ☐ Elevation view
 - ☐ Detail exterior appearance of the building for each side elevation, label direction of each elevation
 - ☐ Identify the type of exterior materials used
 - ☐ Dimension building elevations for width, eave height, peak height, size and configuration of doors, windows, roof, chimneys, exterior grade, footings and foundation walls
 - ☐ Foundation plan
 - ☐ Detail building outline and foundation
 - ☐ Label and dimension the size and depth for column footings, frost walls, or thickened edge slab
 - ☐ Framing plans
 - ☐ Dimension and label size and type of lumber or material used for all beams, columns, joists, and rafters
 - ☐ Detail any special framing requirements