

TOWN OF HIGHLAND GUIDELINES FOR RESIDENTIAL ROOM ADDITION, SUNROOMS, ENCLOSED PORCHES, ETC.

In order to make sure that certain code issues are addressed concerning the above-identified projects the following information will be required when applying for a building permit.

- 1). Indicate on the **required plat of survey** where the proposed project will attach to the existing structure. Please include the dimensions.

- 2). Room Additions, Sunroom, and Enclosed Porches, A framing drawing showing footings, wall construction and roof construction and how it is to be tied into existing structure. Include in this drawing the existing floor plan layout of existing structure. Indicate all exterior doors, windows, and vent openings. Please identify the use of each of the rooms in the existing home and identify the use of the room(s) for project being applied for.

- 3). Open Decks, A framing drawing showing posts, joists, guardrails and handrails.

This information should help prevent delays in the plan review process. Your anticipated cooperation is appreciated.

Kenneth J. Mika
Building Commissioner