

FLAG POLES

Please submit/upload plans in PDF format

Please indicate items submitted with a checkmark (√)

Please upload [this Checklist and any Required Forms](#) in **.pdf format** to the appropriate category [<Survey>](#) [<Building Plans>](#) [<Supporting Docs>](#) [<NOA>](#) following the TOJ Naming Convention found in Help Documents

Create online as: **Building Alteration**

1. **Site Information** [<Survey>](#)

- a. Survey showing location of the Flag Pole and setbacks clearly shown. _____
- b. Indicate distance from power lines where applicable. _____

2. **Plans** [<Building Plans>](#)

- a. Signed & Sealed Structural Plans and any associated Sections & Details with Name / Address of Architect / Engineer _____

3. **Supporting Documents** [<Supporting Docs>](#)

- a. Written Approval from Owner of Property (Signed & Notarized) _____
- b. Manufacturer's specifications or "cut sheets" for the Flag poles _____