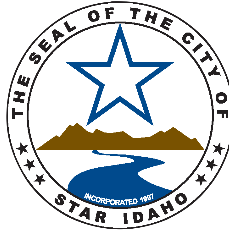


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City Council  
David Hershey  
Kevan Wheelock  
Jennifer Salmonsens  
Kevin Nielsen

April 22, 2024

**To: Developers, Builders and Contractors**

**RE: City of Star Building Department Inspection Plan Size**

This letter is to inform you of a recent update regarding the size specifications for building plans specifically required for inspections.

Effective May 1st, all building plans provided to the inspector for onsite inspections must be a minimum size of 24 inches by 36 inches (24" X 36"). This requirement is crucial to ensure clarity, legibility, and ease of review during the inspection process.

We understand the need for seamless integration of this update into your ongoing projects and appreciate your cooperation in implementing this change. For projects that have wet stamped approvals approved before March 1st this requirement will be waived.

After May 1st if plans are provided for inspection and are not a minimum size of 24 inches by 36 inches (24" X 36") the inspection will be failed, and a \$65 reinspection fee will be added to the permit.

Thank you for your time and cooperation with this change. If you have any questions or concerns, please contact the Building Department.

Sincerely,

Kevin Pitt  
Building Official  
City of Star