

APPLICATION FOR BUILDING PERMIT

NO. _____

Date _____

Name _____

Address _____

Type of Construction _____

(Sketch attached)

Square Footage _____ Length _____ Width _____ Height _____

- Building relocation \$250 fee paid
- Footing inspection needed (attached or detached depth and width) Inspection completed
- Digger Hot Line Required (811) (Anytime you dig you must call Diggers Hotline)
(Be prepared to give your legal description of property)
- Action by Planning Commission required-Attached to application
(Any request for a variance or for new construction requires a plot plan of the property to be submitted with this application and prior to the meeting.)
- Sketch with measurements required (11-102)
- Back Flow preventor required
- All 3/4 - 2 inch water service lines from the curb stop to the water meter shall be constructed as follows: Type K copper (recommended) or 200 PSI min. polyethylene. If polyethylene is used to replace existing copper lines, a licensed electrician must determine that all grounding requirements for electrical code are met. All polyethylene service lines must use brass fittings only and accompanied by a #12 insulated copper locate wire. This wire must go all the way to the main for new construction. Wire must be bonded to copper line on the City side of the curb stop if only the customer side line is to be replaced.

UTILITIES REQUIRED

- Electric – 3 PH CT Metering determined at time of application – Electrical inspection
- Electric – Permit required from the State Electrical Inspector
- Water – Water Tap – 1” - \$175.00 – 2” - \$275.00 – larger taps determined at time of application
- Sewer – Sewer Tap - \$ 100.00 with application
- Gas – Gas Tap - \$500.00 Residential – Total fees to install for Commercial
- Issue Permit
- Fee – yes or no
- Permit Denied

Application needed for – Any remodeling or New Construction including roofing, siding, fences, sprinkler system and accessory structure, anything that adds additional square footage to principal or accessory building, including patio, concrete slab or driveway, private sidewalks, covered stairway, windows, doors and temporary permits.

Permit may be required for repair or replacement of existing windows or doors, siding or roofing, private sidewalks & driveways. Check with Building Inspector for approval.

11-109 Penalty –non-compliance shall be guilty of misdemeanor with a fine of \$25.00 to \$100.00 for each offense or more.

11-106 Time limit- 6 months if no construction takes place

7-119 Time limit-one year (Planned Unit Development Only)

PLANNING COMMISSION MEETINGS ARE HELD ONCE EACH CALENDER QUARTER ON THE 3RD TUESDAY OF THE MONTH BUT MORE FREQUENTLY IF NECESSARY.

This form must comply with 11-102. Amendments must comply with 10-101.

APPLICATION FOR BUILDING PERMIT

NO. _____

The owner of this property and the undersigned agree to conform to all applicable laws and ordinances of the City of Scribner.

Signatures:

Owner: _____

General Contractor: _____

Planning Commission President: _____

Building Inspector: _____

BUILDING PERMITS

		<u>FEE</u>	<u>CLASS</u>
\$	1.00 - \$	99.00	(no building permit needed)
\$	100.00 - \$	499.00	Free
\$	500.00 - \$	1,499.00	4.00 Class A
\$	1,500.00 - \$	4,999.00	7.00 Class B
\$	5,000.00 - \$	9,999.00	13.00 Class C
\$	10,000.00 - \$	19,999.00	19.00 Class D
\$	20,000.00 - \$	49,999.00	31.00 Class E
\$	50,000.00 - \$	99,999.00	51.00 Class F
\$	100,000.00 - \$	UP	101.00 Class G

Estimated cost - _____

____ All applications for building and occupancy permits shall be accompanied by plans and specifications, drawn to scale, showing the actual shape and dimensions of the lot to be used and/or built upon; the exact sizes and locations on the lot of the buildings and other structures, existing and proposed; the existing and intended use of each building, structure, or part thereof; the number of families to be accommodated, if any; and such other information as is needed to determine conformance with the provisions of this ordinance and of the building code.

____ Copies of all Sections referred to on Building Permit given to Contractor and Owner.

- All footings must be inspected before filling with concrete. Notify when ready.
- Detached garage: footings 12" below natural surface of ground and 6" above finished grade.
- Attached garage: 36" below grade and 8" above finished grade.

7-119 TIME LIMIT

The developer shall make a reasonable effort to commence construction of the proposed planned unit development within one (1) year from the date of approval.

10-101 AUTHORIZATION AND HEARING

The regulations, restrictions, and boundaries set forth in this ordinance may from time to time be amended, supplemented, changed, or repealed, provided however, that no such action may be taken until after public hearing in relation thereto, at which parties in interest and citizens shall have an opportunity to be heard. At least ten (10) days notice of the time and place of such hearing shall be published in a news paper of general circulation in the municipality.

An amendment may be initiated by the governing body, by a motion of the Planning Commission, or by written petition of any property owner addressed to the governing body. The governing body shall act on such petitions within 90 days of receipt. Having once considered a petition, the governing body will not consider substantially the same petition for one year.

All proposed amendments shall be reviewed by the Planning Commission and its recommendation shall be forwarded to the governing body.

11-102 FORM OF PETITIONS, APPLICATIONS, AND APPEALS

All permits, petitions, applications, and appeals provided for in this ordinance shall be made on forms provided for the purpose or as otherwise prescribed by the Planning Commission or governing body in order to assure the fullest practical presentation of pertinent facts and to maintain a permanent record. All applications for building and occupancy permits shall be accompanied by plans and specifications, drawn to scale, showing the actual shape and dimensions of the lot to be used and/or built upon; the exact sizes and locations on the lot of the buildings and other structures, existing and proposed; the existing and intended use of each building, structure, or part thereof; the number of families to be accommodated, if any; and such other information as is needed to determine conformance with the provisions of this ordinance and of the building code.

11-106 TIME LIMIT ON A PERMIT FOR A CONDITIONAL USE OR A VARIANCE

A building permit for a conditional use or for a use involving a variance shall be void after six (6) months, from the day of issuance if no construction has taken place.

11-109 PENALTY

The owner or owners of any building or buildings or premises or part thereof where anything in violation of this ordinance exists or is placed or maintained; and any architect, builder, or contractor who assists in the commission of any such violation; and all persons or corporations who violate or maintain any violation of any of the provisions of this ordinance or who fail to comply therewith or with any requirements thereof or who build in violation of any statement of plan submitted and approved thereunder shall, for each and every violation or noncompliance, be guilty of a misdemeanor and, upon conviction thereof, shall be fined not less than \$25.00 nor more than \$100.00 for each offense. Every person violating or contributing in any way to be the violation of any provision of this ordinance shall be deemed guilty of a separate offense for each day during which such violation continues and may be punished therefor as herein provided.
