



APPLICATION FOR RESIDENTIAL BUILDING PERMIT

APPLICATION NO. _____ APPROVED DATE: _____ APPROVED BY: _____

Job Address: _____ Owner Name: _____

Mailing Address: _____ City: _____ State: _____ ZIP: _____

Phone: _____ Email: _____

Type of Construction: New Addition Remodel Man. Home Drive/Sidewalk Fence Other

Description of Work: _____

CONTRACTOR INFO	CONTRACTOR NAME	PHONE
Architect/Designer/Engineer	_____	_____
General/Builder	_____	_____
Electrical	_____	_____
Plumbing	_____	_____
Mechanical	_____	_____
Concrete	_____	_____

Total Square Footage: _____

Will there be any excavation in a public right of way? YES NO
Will there be any demolition? YES NO

Applications will not be processed without all the required information.

I hereby affirm that the above statements and attached drawings are true and correct and I agree to comply with all provisions of the 2018 International Residential Code and any other applicable ordinances or laws.

Applicant Signature _____ SIGNATURE ALSO REQUIRED ON REVERSE _____ Date _____

Permit Fees as calculated by the Building Official or Zoning Administrator: _____

Permit Approved by the Building Official: _____ Date: _____

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Permit Fee Schedule:

New Structures are calculated at the rate of \$0.20 per square foot with a minimum fee of \$200.00. This permit fee will include the costs of the plumbing, mechanical, and electrical permits. This does not include any applicable plan review fees.

Remodeled homes and used manufactured homes are calculated at the rate of \$0.10 per square foot, with a minimum fee of \$100.00. This permit fee will include the costs of the plumbing, mechanical, and electrical permits.

Garages and large outbuildings are \$50.00. Any required additional permits that may be needed ARE NOT included with the fee. Additional permits require a \$10.00 fee per permit.

Porches, swimming pools, and similar structures are \$25.00. Any plumbing, mechanical, and electrical permits that may be needed are **NOT** included with this permit fee. There is an extra fee of \$10.00 for each additional permit.

Sidewalks and driveways require a permit, but no application fee is required.

NO CONSTRUCTION PHASE IS ALLOWED TO BEGIN BEFORE PLANS HAVE BEEN APPROVED.

FOR ALL PERMITS ISSUED, an inspection is required for each phase of construction, alteration, or repair. Each inspection shall be completed before the next phase begins. 24-hour notice is required for all inspections. Every attempt will be made by the City to make inspections within 24 hours of a request for inspection during normal working hours. After hours or weekend inspections that are not related to an emergency are subject to a \$50.00 inspection fee.

INSPECTION SCHEDULE

Inspections are required at the following times during construction, renovation, addition, or other alteration:

- Footing inspection-before concrete is poured (Only approved material shall support rebar)
- Foundation inspection-before concrete is poured (Only approved material shall support rebar)
- Flatwork inspection-before concrete is poured (Only approved material shall support rebar)
- Framing inspection (Required before interior walls and ceiling are covered)

Utility Inspections:

- Electric: Before any wiring is covered
- Water: Inspected and tested before being covered
- Gas: Inspected and tested before being covered
- Sewer: Inspected and tested before being covered
- Mechanical: Inspected before being covered

FINAL: A final inspection is required once work is complete before a Certificate of Occupancy is issued.

In addition, City Staff may make random inspections to ensure safe working conditions and code compliance.

NOTES:

1. **IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER** or contractor to call for all inspections.
2. A City official shall make all inspections unless other arrangements for inspection are made and approved, in advance, and in writing, by the City.
3. Utility tap fees are not included in the permit fee.
4. A site plan is required to accompany all permit applications.

I HAVE READ AND UNDERSTAND THE ABOVE, AND AGREE TO COMPLY WITH THE ABOVE REQUIREMENTS.

Applicant Signature

Date