

**PERMIT PROCEDURE
RESIDENTIAL**

This Procedure applies to all of the following:

- A. New One & Two Family Dwellings
- B. Remodels & additions including but not limited to: porches, decks and accessory buildings.

Required submittals:

- A. Completed Permit Application. We will assist you if you need help.
- B. Site Plan showing the lot width & depth. Location of all existing buildings on the lot including dimensions, location of the proposed building, location of the driveway. The new construction must meet the setbacks of 20 feet from front property line and 8 feet from the side and rear property lines.
- C. At least two sets of Structure plans showing footing & foundation, floor plan, wall section drawing, electrical, plumbing, and elevation (usually front & one side). These plans usually do not need to be completed by an architect or engineer.

Adopted Codes: International Residential Code, International Plumbing, International Mechanical and National Electric Code. Chapter 500 of City Code applies also.

Sewer and Water must be verified through the Public Works Department.