

CHAPTER 152

BUILDING PERMIT

152.01 Permit Requirement

152.02 Permit Review and Approval

152.01 PERMIT REQUIREMENT. The purpose of this chapter is to define when a building permit is required. A building permit is required to be completed prior to any construction, alteration, or action, as covered in the zoning regulations contained in Chapter 165 of this Code of Ordinances. Building permits are required for single-family, multi-family, and commercial construction, as well as carports, garages, house additions, fences, utility sheds, porches, and decks. Building permits may be obtained from the Deputy City Clerk during office hours.

152.02 PERMIT REVIEW AND APPROVAL. Completed permits will be provided to the Zoning Administrator for review of the permit toward meeting the zoning requirements. A copy of the permit application will also be placed at City Hall for Council Member review when received. Upon Zoning Administrator review and a finding that all requirements of this Code of Ordinances are met, the Zoning Administrator will sign the building permit, provide to the Mayor for signature, and provide a copy for City Council review. After the Mayor has signed the permit, construction may begin. The signed permit will be available at City Hall for Council member review and a copy will be passed around at the next City Council meeting. Once the signatures have been obtained, the construction may begin.

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