

Permit Procedure:

- A. Construction must begin within one year of approval
- B. The applicant must identify with stakes or other means, the location of (1) the property boundaries, and (2) the structure before inspection.
- C. Applicant will provide a secure surface for attachment of building permit prior to inspection.
- D. Separate permits are required for electrical, plumbing and mechanical.
- E. Construction begun prior to obtaining a permit constitutes a violation and may be subject to fines.
- F. We request the applicant provide a copy of approval from any home owners association involved with the new construction. Or a survey must be preformed to identify property corners.
- G. The applicant will provide approval from health department for septic system or from appropriate sewer district.
- H. The applicant will provide a copy of plans or drawings of the project for review.
- I. Permits cannot be issued on lots that are illegally subdivided.
- J. Inspections will be performed by the county building inspector on; footings, foundations, framing, insulation, sheetrock, and final. The builder/ homeowner will call for inspections at least 24 hours before inspections are needed.
- K. Survey may be needed if ownership lines are questionable.
- L. Refunds: If applicant chooses not to build after paying for permit a refund can be given upon request, less a \$50.00 processing fee. Any inspections to the job sight are \$40.00 each and will be withheld from the refunded amount. Once work has begun on the project, i.e. cement has been placed, the job has begun and the permit cannot be refunded.

Applicants signature to acknowledge reading:_____