

FREQUENTLY ASKED QUESTIONS

1. Where do I get the permits needed to submit with my Building Permit Application?

- A. Sewer permit issued by the Sewage Enforcement Officer (SEO) in rural municipalities. Check with municipal office.
- B. Water permit not presently required for on-lot wells. If residence will be served by public water supply check with municipal office.
- C. Zoning permit is issued by the Zoning Officer. The purpose of the Zoning Permit is to verify that your proposed structure will be compliant with local regulations.

2. Is it O.K. to be working on the project after the permits have been applied for?

No. Work may not be started until a Building Permit has been issued. Starting construction without a permit will result in a penalty assessment on the permit fee equal to double the stated permit cost.

3. Does every project need a drawn plan?

Generally, yes. If the project requires a permit, a plan and/or specifications must be submitted. Small projects may be Ok-ed with only a specification, at the BCO's discretion.

4. Must the plans be made by an architect?

For Commercial: A design professional (Architect or Engineer) shall prepare and affix a seal and signature to the plan.

For Residential: A seal is required only if materials or techniques not covered in the IRC are used.

5. What structures won't be covered by the code?

The following are excluded:

- A. New buildings or renovations to existing buildings for which a building permit has been issued or for which a contract for design or construction has been signed, prior to the effective date of the regulations issued under the act.
- B. Utility and miscellaneous-use structures (except for swimming pools and spas) which are accessory to detached one-family dwellings. Note that this includes



carports, detached private garages, greenhouses and sheds that have a building area of less than 1000 square feet.

- C. Agricultural buildings (however, all habitable areas and agricultural product processing structures are covered).
- D. Manufactured housing units are exempt but not the foundation and on-site work.
- E. Recreational Cabins as defined by the Act.

6. Is any work exempt from permits?

Yes, Quite a bit. There are specific exceptions for residential and commercial classifications listed in the code. See the separate Exceptions document for details.

**In general, an ordinary repair does not require a permit.
The following are not ordinary repairs:**

- Cutting away a wall, partition or portion of a wall.
- The removal or cutting of any structural beam or load-bearing support.
- The removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements.
- The addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical.

7. What about emergency repairs?

Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the building official.

