

City of Trenton

Building Permit Instructions

This information has been compiled from the current zoning ordinance of the City of Trenton for your information. It is not complete nor is it intended to be complete. A complete copy is available for your viewing at City Hall.

Items to be submitted for permit review:

- ◆ Completed Building Permit Application
- ◆ A plot plan showing all measurements of existing and completed structures and distances between structures (new and existing) to property lines.

Application for Permit: Building permits shall be filled out fully and submitted to City Hall for review prior to work being started. The information is reviewed to ensure it complies with existing building codes and zoning regulations. Allow a minimum of 3 business days for review of the permit and notification of approval or denial. The permit shall be valid for a period of one year from the date of issuance.

Determination of Property Lines: The City of Trenton accepts no responsibility in determining the location of property lines. Property lines along streets can usually be determined by measuring from the center of the street. Setbacks should then be measured from that point.

It shall be the responsibility of the property owner to ensure that permits and approvals are secured and posted prior to work commencing. A property owner may authorize a contractor to obtain the permits, but the property owner is ultimately responsible. Failure to obtain necessary permits could result in fines assessed to the property owner.

Building Permit Fees

Projects up to \$199,999

<u>FROM</u>	<u>TO</u>	<u>FEE</u>
\$0	\$5,000	\$15.00
\$5,001	\$15,000	\$25.00
\$15,001	\$40,000	\$70.00
\$40,001	\$99,999	\$100.00
\$100,000	\$199,999	\$200.00

Projects \$200,000 and over

\$3 per \$1,000 of Building Cost

New Construction & Additions

Full set of plans must be submitted.

Plans (Under definition of the CABO One and Two Family Dwelling Code, Section 112.1), When required by the building official, plans shall be drawn to scale and shall be of sufficient clarity to indicate the nature and extent of the work proposed and shall show in detail that it will conform to the provisions of this code and all relevant laws, ordinances, rules, and regulations. Plans shall include a plot plan drawn to scale showing the location of all easements, drainage facilities, adjacent grades, property lines, the proposed building and of every existing building on the property.

(See reverse side for contractor information)

Building Inspections

Please contact one of the following individuals for inspection of project.

John Beier 359-5154 (leave message) or call 359-2013.

Jim Linville 359-2013

Inspector shall have a 24-hour notice. Building inspector must inspect each of the following items that apply to your project before proceeding to the next step. Inspection will be done on business days only. No inspections will be done on weekends or holidays.

- 1. Inspect footings and/or piers after the footing forms and reinforcement are in place and before concrete is poured.**
- 2. Inspect foundation walls after forms are set and reinforcement is in place and before concrete is poured.**
- 3. Inspect concrete slab when base, reinforcement and vapor barrier (when required) are in place and before concrete is poured.**
- 4. Inspect when all framing is complete and all electrical wiring, plumbing, heating ducts and other mechanical equipment are installed and before wallboard is installed.**
- 5. The final inspection is made after all glazing, egress doors and windows, guardrails, smoke detectors, interior wallboard, wall coverings and exterior siding are installed and the building is ready for occupancy.**

For questions or more information, please contact one of the Building Inspectors.