

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE PERTAINING TO BUILDING PERMITS, PERMIT FEES, CONDITIONS OF ISSUING PERMITS, STOP WORK ORDERS, REVOCATION OF PERMITS, CONTRACTORS DUTY TO REPAIR CITY STREETS, SPILLING MATERIAL ON STREETS, DISPOSAL OF SOLID WASTE, ROADWAY EXCAVATION, SCHEDULE OF FEES FOR BUILDING PERMITS, CONSTRUCTION FEES, AND SCHEDULING FEES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENCOE, ALABAMA, AS FOLLOWS:

**SECTION 1. PERMIT REQUIRED.** It shall be unlawful to commence the excavation for or the construction of any building or other structure, including accessory structures, or to store building materials, or erect temporary field offices, or to commence the moving, alteration or repair (except repairs not changing the character of the structure and not exceeding \$2,000.00 in cost, or painting or wallpapering) of any structure including accessory structures, until the enforcing officer has issued for such work a building permit including a statement that plans, specifications and intended use of such structure in all respects conform with the provisions of this ordinance. Applications for the building permit shall be made to the enforcing officer on forms provided for that purpose.

Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a penalty of up to 100% of the usual permit fee in addition to the required permit fee

**SECTION 2. CONDITIONS OF THE PERMIT, PERMIT INTENT.** A permit issued shall be construed to be a license to proceed with the work and not as authority to violate, cancel, alter, or set aside any of the provisions of the technical codes, nor shall issuance of a permit prevent the building official from thereafter requiring a correction of errors in plans, construction, or violations of this code. Every permit issued shall become invalid unless the work authorized by such permit is commenced within six (6) months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of six (6) months after the time the work is commenced. One or more extensions of time, for periods not more than ninety (90) days each, may be allowed for the permit. The extension shall be requested in writing and justifiable cause demonstrated. Extensions shall be in writing by the building official.

**SECTION 3. REQUIREMENTS FOR BUILDING PERMITS.**

- A. Any persons, firms, or corporations who shall apply for a permit for the purpose of constructing or substantially improving new or existing buildings, or locating a mobile home for residential purposes, which includes adding new or increasing the capacity of existing sewer facilities that include septic tanks and/or field lines, shall as a condition of receiving a permit, furnish in the application for said permit a document in writing signifying the approval for construction of such sewerage or field line or septic tank facility by the County Health Department serving the property upon which such sewer facilities, field lines, or septic tanks are to be located. It shall be unlawful for anyone to use, or allow to be used, any septic tank or field system or to cover any septic or field systems prior to the inspection and approval by the appropriate County Health Department. It shall also be unlawful for anyone to reside in a mobile home without adequate sewerage facilities installed in compliance with this section.
- B. Plot showing actual size of dimensions of lot.
- C. The shape, size, and location of structures to be erected, altered or moved and of any buildings or other structures already on lot.
- D. A full set of construction drawings.
- E. All owners and general contractors shall furnish the Building Official or License Inspector with a full and complete list showing the names and addresses of all sub-contractors to whom work has been let. The general contractor will be responsible for all sub-contractors to see that each one has State, County, and City license as required. The general contractor will be responsible for having all occupational taxes paid for all sub-contractors who have performed services on said job. Said occupational taxes shall be paid at the rate of two (2) percent of

twenty-five (25) percent of the total valuation of the construction. If the general contractor fails to meet the above requirements the Building Official will not issue a Certificate of Occupancy.

**SECTION 4. STOP WORK ORDERS** Upon notice from the Building Official, work on any building, structure, electrical, gas, mechanical, or plumbing system that is being done contrary to the provisions of adopted code or in a dangerous or unsafe manner, shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to his agent, or the person doing the work, and shall state the conditions under which work may be resumed. Where an emergency exists, the Building Official shall not be required to give a written notice prior to stopping the work. Also if anyone fails to obtain a license or permit and performs work on any construction project, a stop work order will be posted on the job site and work will stop until license and permit have been obtained.

**SECTION 5. VIOLATION OF CODE PROVISIONS.** The Building Official may revoke a permit issued under the provisions of adopted code, in case there has been any false statement or misrepresentation as to the material fact in the application or plans on which the permit was based or that the construction, erection, alteration, repair, moving, demolition, installation, or replacement of the building, structure, electrical, gas, mechanical, or plumbing systems for which the permit was issued is in violation of or not in conformity with the provisions of adopted code.

**SECTION 6. ROADS USED BY THE CONTRACTOR.** The contractor shall, at his expense, repair any damage to existing streets, which is caused by his equipment. Should the contractor wish to use a city street as a haul road, he shall meet with the representatives of the city prior to starting. They shall review the condition of the street and reach an agreement as to the maintenance or restoration thereof. The unloading of heavy equipment onto a paved city street will not be allowed unless the vehicle has rubber tires. At no time will dozers or like equipment be allowed to be driven on any paved street. The contractor shall be responsible for any specific damage that may result to the road or its structures from failure to observe regulations governing traffic thereon. Resulting damage shall be repaired, within 30 days, by the contractor and approved by the Superintendent of Streets and/or City Engineer. It shall be responsibility of the contractor to maintain all public streets and roads adjoining the work in a safe and passable condition and free of mud and debris.

**SPILLING MATERIAL ON STREETS.** It shall be unlawful for any person hauling any material whatsoever, whether refuse, trash, fill, rock, sand, concrete, or other material, to spill such material from the hauling vehicle onto the streets of the city.

**ROADWAY EXCAVATION.** Any person, company, corporation, entity, contractor, sub-contractor, or other party causing excavation to be performed on any public road in the city limits of the City of Glencoe shall be required to buy a Roadway Excavation Permit. Any person, company, corporation, entity, contractor, sub-contractor, or other party causing excavation to be performed on any public road in the city limits of the City of Glencoe shall be required to back fill excavation site with Dense Graded Base. Said excavation site shall be inspected by the Superintendent of Street Services prior to being back filled, after being back filled, and before replacement paving material is applied to excavation site. Replacement paving material is to be approved by the Superintendent of Street Services and/or City Engineer. Any person, company, corporation, entity, contractor, sub-contractor, or other party found to be in violation of this ordinance shall be required to re-excavate the original excavation site and back fill as described within this section.

**SECTION 7. DISPOSAL OF SOLID WASTE.** All new construction sites, residential or commercial, in the City of Glencoe, are to be supplied with a trash bin of sufficient size to accommodate the trash and garbage accumulated at the construction site. This and any other means of alternate disposal must be approved by the building department. All construction sites will be cleaned up daily, as to avoid any trash or debris from blowing onto someone else's property and also to keep safe working conditions at the site. Solid construction debris may be piled neatly in a side or rear yard, never in the front yard, for later hauling. It will be the responsibility of the person to whom the permit was issued to see that the site is kept clean. No pits are to be excavated on the site, except those necessary to lay footings, slabs, etc., and no trash, garbage, or

construction debris is to be buried in or on any lot in the city, not approved by an authority of competent jurisdiction for the discarding of such waste. A portable toilet will be required at each new construction site, commercial or residential. All sites will be checked at random and anyone failing to comply with above mentioned will be penalized by the following: First offense- A warning will be issued to the permit holder who will have three days in which to comply with the ordinance. Upon recheck of the site, if the permit holder is still not in compliance a stop work order will be issued by the Building Inspector. In order to resume work, a new permit will have to be purchased at a rate of fifty percent higher than the original permit price. Repeat violators will be summoned to appear in the Glencoe Municipal Court on an ordinance violation and upon conviction be fined not less than Five Hundred Dollars and may be imprisoned for not more than six months, either or both, at the discretion of the Municipal Judge. No work will be allowed to continue on the job site until the matter has been heard through the Municipal Court.

**SECTION 8. SCHEDULE OF FEES FOR BUILDING AND CONSTRUCTION PERMITS.**

Before commencement of any project or construction of any type, which includes addition, roofing, excavations, demolition or locating and placing manufactured or mobile homes, plans must be submitted to the Building Official of the City of Glencoe.

Upon approval according to the city ordinance and regulations, a permit shall be issued by the City through the office of the Building Official, subject to payment of fees as hereinafter provided.

**SECTION 9. CONSTRUCTION FEE.** Construction cost formula: The cost of such construction shall be estimated by cost per square foot of heated or livable area as shown on building plans such cost being calculated at \$65.00 per square foot.

**SECTION 10. SCHEDULE OF FEES.** The City Clerk or Building Official of the City of Glencoe, Alabama, is hereby authorized and directed to charge the following sums for the issuance of a permit for a new building and/or addition to new or existing buildings.

<u>TOTAL VALUATION</u>	<u>SCHEDULE FEES</u>
\$1.00 - \$15,000.00	\$65.00
\$15,001.00 - \$50,000.00	\$65.00 for first \$15,000.00 plus \$1.50 for each additional thousand or fraction thereof, to and including \$50,000.00 (\$50,000.00 = \$117.00)
\$50,001.00 - \$100,000.00	\$117.5 for first \$50,000.00 plus \$1.65 for each additional thousand or fraction thereof (\$100,000.00 = \$200.00)
\$100,001.00 - \$200,000.00	\$200.00 for first \$100,000.00 plus \$1.75 for each additional thousand or fraction thereof (\$200,000.00 = 375.00)
\$201,000.00 - \$500,000.00	\$375.00 for first \$200,000.00 plus \$1.85 for each additional thousand or fraction thereof (\$500,000.00 = \$930.00)
\$500,001.00 and up	\$930.00 for first \$500,000.00 and \$2.00 for each additional thousand or fraction thereof
MOBILE OR MANUFACTURED HOMES	\$40.00 for locating a mobile home for residential purposes

ALL REQUIRED INSPECTIONS ARE INLCUDED IN THE BUILDING PERMIT FEES. IF THE INTERNATIONAL BUILDING CODE STANDARDS ARE NOT MET ON THE INITIAL INSPECTION, SAID PROJECT WILL BE SUBJECT TO REINSPECTION AND A \$25.00 REINSPECTION FEE WILL BE CHARGED.

The said permit shall be in form substantially as follows: The name of the builder; the name of the owner and location of the building or mobile home. Permit shall be posted at the location of the building or on the mobile home. Health Department certificate must accompany paperwork.

**SECTION 11. PLUMBING PERMIT**

Minimum permit fee: \$15.00  
1000 –2000 square feet: \$0.015 per square foot  
2001 square feet and up: \$30.00 plus \$0.020 for each square foot above 2000  
Issuance fee: \$5.00

**SECTION 12. ELECTRICAL PERMIT**

Minimum permit fee: \$15.00  
1000 –2000 square feet: \$0.015 per square foot  
2001 square feet and up: \$30.00 plus \$0.020 for each square foot above 2000  
Issuance fee: \$5.00

**SECTION 13. SWIMMING POOL PERMIT**

Permit fee: \$40.00  
Issuance fee: \$5.00

**SECTION 14. GAS PERMIT**

Minimum permit fee: \$15.00  
1000 –2000 square feet: \$0.015 per square foot  
2001 square feet and up: \$30.00 plus \$0.020 for each square foot above 2000  
Issuance fee: \$5.00

**SECTION 15. MECHANICAL PERMIT**

Minimum permit fee: \$15.00  
1000 –2000 square feet: \$0.015 per square foot  
2001 square feet and up: \$30.00 plus \$0.020 for each square foot above 2000  
Issuance fee: \$5.00

**SECTION 16. ROOFING PERMIT**

Permit Fee: \$25.00  
Issuance fee: \$5.00

**SECTION 17. TYPES OF INSPECTIONS**

Although the number of inspections to be performed can vary, the usual procedure is as follows:

- |            |                             |
|------------|-----------------------------|
| Building   | 1) Footing                  |
|            | 2) Framing                  |
|            | 3) Final                    |
| Electrical | 1) Temporary pole           |
|            | 2) Rough In                 |
|            | 3) Final                    |
| Plumbing   | 1) Rough in                 |
|            | 2) Septic tank or sewer tap |
|            | 3) Final                    |
| Gas        | 1) Upon completion          |
| Mechanical | 1) Rough in                 |
|            | 2) Final                    |

**SECTION 18. PENALTIES** Any person, firm, or corporation who shall erect or attempt to erect a building or accessory structure within the corporate limits of the City of Glencoe, Alabama, without first obtaining a permit and furnish the information herein before described to the City Clerk or Building Official, or any violation of this ordinance shall upon conviction be fined not less than Five hundred Dollars (\$500.00) and may be imprisoned for not more than six (6) month, either or both, at the discretion of the Municipal Judge

**SECTION 19. REPEALER** All ordinances or parts of ordinances in conflict herewith are hereby declared repealed.

**SECTION 20. EFFECTIVE DATE** This ordinance shall become effective on the day of its passage and shall be published as required by law.

PASSED AND ADOPTED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilman

\_\_\_\_\_  
Councilman

\_\_\_\_\_  
Councilman

\_\_\_\_\_  
Councilman

\_\_\_\_\_  
Councilman

I, \_\_\_\_\_, City Clerk of the City of Glencoe, Alabama, do hereby certify that the foregoing Ordinance # \_\_\_\_\_ was duly published in three public places in the City of Glencoe this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Clerk