



What are the permit fees?

Permit fees vary per cost of construction. You may call office at 375-3036 to inquire about cost of fees.

How long does it take to get the permit?

The permitting process requires approval of:

- ✓ Building Inspection Department
- ✓ Zoning Department

When your construction documents are in order and you have received approval from all of these departments, a **building permit** and one set of **approved field plans** will be available for you to pick up at the Building Inspection Department.

What are the code requirements?

Structures between 201-256 square feet

A shed, carport or light-frame structure that is between 201 and 256 square feet (examples: 12 ft. X 20 ft. or 16 ft. by 16 ft.) must be built in accordance with the code and be anchored to the ground – typical anchorage systems include auger type or strap type tie-downs.



Structures between 257-400 square feet

A shed, carport or metal structure that is between 257 and 400 square feet (examples: 20 ft. x 20 feet or 16 ft. X 25 ft.) must be built in accordance with the code and have a permanent foundation system at least 24 inches below final grade. Typical permanent foundation systems include concrete piers (12 in. by 12 in. by 8 in. thick) or continuous concrete footings.



Structures over 400 square feet

A shed, carport or metal structure that is over 400 square feet (example: bigger than 20 ft. X 20 ft. or 16 ft. X 25 ft.), must be supported on continuous footings at least 24 inches below finished grade.

Special considerations

For light-framed metal structures, the manufacturer's literature shall clearly indicate the number, size and spacing of anchors. The metal runners must be set on piers or be anchored directly into the earth – they may not be anchored directly to a 4-inch thick concrete slab.

A "pole barn" is interpreted to mean a structure on a working farm used primarily in the handling of livestock or storage of agricultural products and/or related implements. Similar structures not on working farms will be considered detached structures.



Pre-manufactured wood structures are delivered to the site and off loaded. Typically they have wood floor sheathing on pressure treated runners. The anchorage requirements vary by size (see previous requirements).



Any two story building will automatically be treated as a detached structure and require a continuous footing.



What inspections are required?

The following inspections are typically required:

1. Footing inspection (if the structure will be over 256 square feet)
2. Slab inspection (if the structure will have a concrete floor)
3. Framing inspection
4. Electrical inspection (if applicable)
5. Mechanical and/or gas inspection (if applicable)
6. Plumbing inspection (if applicable)
7. Final inspection by Building Inspection Department.

To request inspections:

1. Call (540) 375-3032 and request an inspection.

Prior to digging, call

Miss Utility — Dial 811

Miss Utility is a free service that will locate all member utilities that may have facilities in your proposed area of excavation. Notification must be made a minimum of 48 hours prior to any excavating.