

ARTICLE XIX

BUILDING PERMITS

SECTION 1. STATEMENT OF INTENT.

It shall be unlawful to do any excavating, erecting, constructing, reconstructing, enlarging, altering or moving of any building or structure until a Building Permit shall have been issued by the Zoning Administrator. It shall also be unlawful to change the use or occupancy of any building, structure or land from one classification to another, or to change a non-conforming use without the issuance of a Building Permit.

SECTION 2. APPLICATION FOR A BUILDING PERMIT.

Subsection A. Written application on approved forms (which may be obtained at the Marshall County Planning and Zoning Office) shall be filed with the Zoning Administrator and shall be accompanied by the following:

(1) Plans (in duplicate) of the proposed building or structure, drawn to scale, showing the following:

- (a) The actual shape and dimension of the lot to be built upon or to be changed in its use, in whole or in part.
- (b) The exact location, size and height of any building or structure to be erected or altered.
- (c) The existing and intended use of each building or structure or part thereof.
- (d) Such other information as may be necessary to determine and provide for the enforcement of this Ordinance.

Subsection B. One (1) copy of such plans shall be returned to the owner when such plans shall have been approved by the Zoning Administrator together with such building permit as may be granted.

Subsection C. All dimensions shown on these plans relating to the location and size of the lot to be built upon shall be based on actual survey or recorded plat. The lot and the location of the building thereon shall be staked out on the ground prior to the commencement of construction.

Subsection D. The applicant shall complete the application form and submit it with the above-mentioned materials and the required fee to the Planning and Zoning Office.

Subsection E. The application shall be reviewed for conformance with all zoning requirements, flood plain regulations and platting requirements. No permit will be issued unless the applicant is the owner or contract buyer of record or is acting as the agent representing the property owner as authorized in writing.

Subsection F. No structure 120 sq. ft. or less in area shall be required to obtain a building permit.

SECTION 3. PERMIT FEES

Subsection A. There shall be a fee for a Building Permit as follows:

For values of \$0-\$10,000 a fee of 3% of the value. For values of \$10,001 and up a fee of \$300 plus 0.2% of the total value.

SECTION 4. BUILDING PERMIT EXPIRATION.

Subsection A. Building permits issued in accordance with the provisions of this Article shall be null and void at the end of six (6) months from the date of issuance if the construction, alteration or change of

use has not commenced during the six (6) months period. Proposed construction or alteration must be completed within one (1) year from the date the permit is issued.