

## BUILDING PERMIT INFORMATION

1. Building Permits: No exterior wall, structure, building or part of a building shall be constructed, repaired or added to, and no building shall hereafter be enlarged or attached to such building, the value of which shall exceed two-hundred-fifty dollars (\$250.00) until a plan or proposed work statement of the materials to be used, the proposed site of such structure and the name of the owner of the property to be improved is submitted to the City Finance Officer, by the contractor or owner. If the proposed construction involves any enlargement of an existing building or the construction of a new building or moving of an old building, a plot plan showing the location of the buildings on the lot shall be provided and a building permit shall be required. If the cost of the proposed construction equals or exceeds ten thousand dollars (\$10,000) then a detailed plan or outline will be provided. If the City engineer or building inspector is satisfied that the said proposed improvement complies with the law and City Ordinance, he may authorize the issuing of a permit for such work, construction or improvement by the City Finance Officer.
2. The application for a permit to construct shall be subject to the approval of the City Council at its regular session after the date of filing of the same and such application may be, for any cause, rejected by the City Council.
3. If work begins without a permit, the City of Ipswich shall inspect the premises described in the application to determine that the work already performed shall have been completed in compliance of the Ordinance and a fee of \$50 shall be charged for an inspection of the property.
4. Any person, firm or corporation, after having obtained a building permit, commences construction and in doing so, deviates from the plans submitted in the building permit application, without having secured approval for such change, shall be subject to a penalty in the amount of \$100.00.
5. Failure to obtain a permit could result in a \$50 per day penalty beginning on the day works is commenced until the date in which a permit is approved.
6. Buildings to be moved in or out of town- See Chapter 4-4 - must include pictures.
7. Excavation Permits:
  - a. Property owner and/or contractor must complete the Excavation Permit Application and pay a deposit of \$500 prior to work being done.
  - b. Excavation during the winter is not permitted except by special permission of City Council.
  - c. Keeping the area safe and guarded shall be a priority.
8. Variance:
  - a. The Application for Variance from Zoning Ordinance and a preliminary plat or drawing (complete on back of application) must be completed prior to building permit approval.
9. Legal Site Survey will be included with application, especially for new buildings or additions or a variance.
10. Water Tapping Fee: \$150.00 and/or Sewer Tapping Fee: \$150.00 must be included with application. (Up to a 2-inch water line)
11. Dig Safely...Call SD One Call at 811.

## 12. Building and Setback Requirements per district

### a. R1 Single Family Residential District

- i. Building Height not to exceed 35 feet or 2½ stories
- ii. Minimum Yard Requirements (from lot line)– Front-25 ft.; Side-7 ft.; Rear-25 ft. (accessory building may abut alleys); Corner Side Yard-12 ½ ft.
- iii. All dwellings and accessory buildings shall not cover more than forty (40) percent of the lot area.

### b. R2 Residential District

- i. Building Height not to exceed 35 feet or 2½ stories
- ii. Minimum Yard Requirements (from lot line) – Front-25 ft.; Side-7 ft.; Rear-25 ft. (accessory building may abut alleys); Corner Side Yard-12 ½ ft.
- iii. All dwellings and accessory buildings shall not cover more than forty (40) percent of the lot area.

### c. Central Commercial

- i. Building Height not to exceed 35 feet.
- ii. Lot Requirements: Minimum lot area of 3,500 square feet & Minimum lot width of 25 feet. Maximum lot coverage shall not exceed 90 percent.
- iii. Minimum Yard Requirements (from lot line)–No yard is required, however, all buildings located on adjacent lots to a residential district shall observe a yard requirement equivalent to the minimum yard requirements of the residential district on the side or sides adjacent.

### d. Commercial Industrial District

- i. Building Height not to exceed 50 feet.
- ii. Lot Requirements: Minimum lot area of 15,000 square feet & Minimum lot width of 100 feet. Maximum lot coverage shall not exceed 90 percent.
- iii. Minimum Yard Requirements (from lot line)– Front-20 ft.; Side-10 ft.; Rear-20 ft.
- iv. Maximum lot coverage for all buildings and structures shall not exceed 75 percent of the total lot area.

## 13. Fences, Walls and Hedges

- a. Can be on the lot line and shall not exceed 6 feet in height.
- b. It is recommended a fence be placed one (1) foot from the property line.

14. See ordinances for specifics on Agriculture Land District, Mobile Home Park, Industrial and Flood Plain District, Parking requirements, Permit for filling, grading, lagooning and dredging and subdivisions.

15. Building permits shall be posted in a conspicuous place upon the premises, visible from a public right of way, at all times from the beginning until the completion of such construction, alteration, repair or occupancy.

16. Applicant should be present at the Ipswich City Council meeting for questions pertaining to the building permit, especially for permits over \$10,000.