

## PERMITS AND INSPECTIONS

**Permits Required** – No building or structure regulated by the City of Blair shall be erected, constructed, enlarged, altered, repaired, moved, converted or demolished unless a separate permit for each building or structure has first been obtained from the City.

**A REScheck/COMcheck Compliance Certificate must be submitted at the time of application for all new construction (residential or commercial) permits.**

**Permit Issuance** – Contractors/Homeowners will make applications for a building permit at City Hall but no money will be collected for the permit until the Building Inspector reviews all plans and determines the permit fee. Such plans may also be reviewed by other Departments of the City to verify compliance with any applicable laws under their jurisdiction. If the Building Inspector and other Departments (2 days-residential, 5+ days-commercial review) find that the work described in an application for a permit, the plans, specifications, and/or other data filed therewith conform to the requirement of the International Building Code and the City Zoning Ordinance, the Contractor/Homeowner will be contacted regarding the permit fee amount and allowed to pick up the building permit. No work should start until the permit is issued and paid for.

When the City issues a permit where plans are required, it shall be endorsed in writing or by a stamp on the plans and specifications “APPROVED”. Such approved plans and specifications shall not be changed, modified, or altered without authorization from the City and all work regulated by this code shall be done in accordance with the approved plans.

***NOTE: A survey of the lot may be required to verify that the structure is located in accordance with the approved plans.***

A deposit will also be collected during the application process to insure all inspections and permits are obtained. This deposit will be refunded after the completion of a final inspection and if none of the following have occurred: 1) *theft of water service by either the plumber, owner or general contractor*, 2) *all required inspections have not been obtained*, 3) *occupancy occurs prior to a final inspection*, 4) *all permits have not been obtained*, 5) *the project is completed without a final inspection being done*. This deposit is collected to insure the compliance of all building codes and building permit regulations and will be determined as follows: 1) \$200.00 – for all residential additions/remodels/accessory buildings valued under \$10,000 and 2) \$500.00 - for all commercial, new homes and residential additions/remodels/accessory buildings valued \$10,000 or greater

**Inspections** – All construction or work, for which a permit is required, shall be subject to inspection by the Building Inspector and all such construction work shall remain accessible and exposed for inspection purposes until approved by the Building Inspector.

It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the Building Inspector nor the jurisdiction shall be liable for expense cause by the removal or replacement of any material required to allow inspection.

**Inspection Request** – It shall be the duty of the persons doing the work authorized by the permit to notify the Building Inspector a minimum of twenty-four (24) hours in advance that such work is ready for inspection. It shall be the duty of the person requesting any inspections required by this code to provide access to and means for inspection of such work.

**NOTE:** *If a twenty-four (24) hour advance notice is not given for an inspection, same day inspection can not be guaranteed. Also, be sure to schedule inspections prior to ordering concrete.*

**Approval Required** – Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Inspector.

**Required Inspections** – The Building Inspector, upon notification shall make the following inspections and shall either approve that portion of the construction as completed or shall notify the permit holder or his agent wherein the same fails to comply with this code:

1. **Temporary Service:** Requires a permit and inspection prior to hookup by OPPD.
2. **Foundation Inspection:** To be made after excavations for footings are complete and any required reinforcing steel is in place.
3. **Concrete Slab or Under-floor Inspection:** To be made after all in-slab or under-floor building service, piping accessories and/or other ancillary equipment are in place, but before any concrete is placed.
4. **Rough-in Inspections:** Rough-in mechanical features include electrical, plumbing, heating, ventilating, refrigeration, and air conditioning.
  - A) **Rough Plumbing:** To be made after all fixture outlets, water heater, vents, water lines, waste lines, and sewer lines have been installed.
  - B) **Rough Electrical:** To be made after all panels, branch circuits, receptacle outlets, wires, and conduits have been installed. All temporary power and permanent service is required to be installed by a licensed electrician by the State of Nebraska Electrical Board.
  - C) **Rough Mechanical:** To be made after all heating, refrigeration, compressors, venting pipes, and conditioned air ducts have been installed.

**Note:** *All mechanical inspections must be made prior to the installation of any insulation and/or wallboard.*

**Note:** *During new construction, if there is to be a finished basement, please contact the Utilities Department for installation of remote wires prior to any drywall being installed.*

- 5) **Frame Inspection:** To be made after the roof, all framing, fire blocking and bracing are in place and all pipes, chimneys and vents are complete and the rough electrical, plumbing, and heating wires, pipes, and ducts are approved.

*Note: Framing inspections are required upon completion of the rough-ins for electrical, plumbing, and mechanical. This includes the completion of fire stopping, draft stops, and bracing.*

*Note: Drywall inspections for fire-resistance rated construction shall be inspected prior to any plaster being installed or wallboard joints being taped and finished.*

- 6) **Permanent Service:** The City of Blair requires a building or structure to be fully enclosed prior to accepting a permanent service (siding need not be complete, as long as the structure is tight from the weather elements.) Once the service has been approved, the City will fax the approved inspection to OPPD.

The permanent service shall have a GFCI receptacle on each floor including the basement. This requirement shall be completed prior to approving an inspection for permanent service. Note: Generally this inspection should be requested on or prior to your drywall inspection.

*Note: All meter service equipment shall be installed in or directly attached on single family dwellings.*

- 7) **Final Inspection:** To be made after the building is completed and ready for occupancy. There shall be a final inspection and approval of all buildings and structures when completed and ready for occupancy and use.

*Note: Failure to comply with a final inspection and/or allow occupancy prior to a final inspection will result in **FORFEITURE** of the deposit.*

- 8) **Septic Systems:** Septic Tank and laterals shall be inspected for proper installation and to ensure their size of tank and laterals will work for that property.

- 9) **Stop Box Location Cards:** These cards must be completed and returned to City Hall before the building deposit can be refunded.

- 10) All Commercial/Industrial construction requires review and approval of the State Fire Marshal's Office. This review is your responsibility. Forms can be obtained at City Hall.

**NOTE: ALL SINGLE FAMILY DWELLINGS CONSTRUCTED WITHIN THE CORPORATE LIMITS OF THE CITY OF BLAIR OR WITHIN THE ZONING JURISDICTION LIMITS OF THE MUNICIPALITY SHALL HAVE ROOF EAVES OF NOT LESS THAN TWELVE INCHES (12").**