

INSTRUCTIONS FOR CONTRACTORS AND BUILDERS

1. Applications for building permits shall be accompanied by plans as follows:

Residential construction permit requests to be accompanied by two (2) complete sets of plans showing all sections of the structure, including a site plan and all setbacks.

Apartments and all Commercial permit requests to be accompanied by:

(A) Two (2) complete sets of construction drawings showing all sections of structures.

(B) Two (2) complete sets of specifications showing site plan and all setbacks.

2. Lot numbers shall be posted on the lot on minimum 12" x 12" boards with 4" minimum letter size. Lot identification shall be posted approximately on the street front property line, be visible from the road, and a minimum of 12" above the surrounding grade.

3. Building permits are void six (6) months after issuance if construction has not started. A new application must be filed prior to initiating construction if a permit has expired.

4. Any changes made after the permit issuance or during construction must be presented to the City for approval before the following: (1) work can be started on a new project or (2) a project under construction can be significantly altered.

5. The permit must be posted on the job site and visible from the street before any work is done.

6. All projects shall have site access as required by the Standard Building Code before building is started.

7. The contractor or builder must provide off-street parking during construction and shall not use the shoulders of streets.

8. All culverts shall be concrete (minimum 15"). The size, location, and grade of culverts shall be presented to the City for review prior to construction.

9. Any mud or other debris brought onto the street or into any storm drain by the contractor must be cleaned up immediately by the contractor or owner.

10. The contractor will provide trash containers or whatever is necessary for workers to dispose of trash from the job site.

11. No burning of building materials is allowed at the construction site.

12. No concrete trucks are allowed to haul more than the approved load limit at any time on City streets.

13. The City of Ridgeland WILL NOT be responsible for any cleanup.

14. Any contractor or builder not abiding by the above is subject to a fine.

15. Set Back Requirements:

R-1 - 35 foot front, 10 foot side, 25 foot rear Corner Lot: same as front setback.

R-2 - 25 foot front, 7.5 foot side, 25 foot rear. Corner Lot: same as front setback.

The contractor may check with the permit office for setback requirements in other zoning districts.

16. The Following Minimum Inspections are Required:

A. Rough plumbing: Before covering with dirt, inspection of all tie-on to City water and sewer mains. All sewer tie-ons to City sewer taps will require a FERNCO ADAP-TOR or approved equal. No other type connection will be allowed.

B. Foundation: Before pouring the slab with all ditches, wire, reinforcing steel, plumbing, and related items in place per building specifications.

C. Electrical/Framing: Before sheetrock or other wall coverings (insulation), with all plumbing, wiring,

etc., exposed. Gas with mercury gauge installed.

D. Final Electrical:

E. Final: After everything is completed--trimming, painting, drainage and landscape work--ready to occupy. No one is to occupy any building until completion of the final inspection and a Certificate of Occupancy (CO) has been issued. House numbers must be installed on the house and must be visible from the street in front of the house.

House numbers must be three (3) inches or larger.

Contractors, owners, or builders that do not follow these inspections can be fined in accordance with the Standard Building Code or City Ordinances.

Note: Inspection requests received in the afternoon will be made the following morning. Inspection re-quests received in the morning will be made that afternoon. Office hours are from 8:00 a.m. till 5:00 p.m., Monday through Friday. No inspections will be made after office hours or on Saturday, Sunday, or holidays.

17. Water Meter and Sewer Taps

All fees shall be paid when the permit is issued. The build-er or contractor must locate sewer and water taps and have them ready for connection to the sewer or ready for the water meter to be set. Should the builder or contractor be unable to locate the water and/or the sewer tap, the City should be contacted to assist with their locations. If the person making the request locates the water and sewer taps at a later date, they will be reimbursed for the difference between tie-on and tap fee. Enforcement of the above to be by the City's Building Inspector per City Ordinance or the latest edition of the Standard Building Code.

ALL CONSTRUCTION SHALL CONFORM TO INTERNATIONAL CODES, 2003 EDITION AND THE ELECTRICAL CODE, 2002 EDITION.

RECEIVED:

Signature (Contractor and/or Builder)

DATE: