



## BUILDING PERMITS INFORMATION

### Construction Site Standards for Town of Fairview Builders

1. These guidelines have been created in order to establish uniform standards for the installation and maintenance of required systems. This is to be considered the standard for all residential and commercial building sites in the Town.
2. Due to variances in site elevations or grade, some sites may have modified standards in order to meet the requirements of established ordinances. Modifications, if any, will be reviewed and approved by one or more of the following: Director of Public Works, Town Engineer, or Building Official on a case-by-case basis.

### Standards

1. Portable Toilet: All residential sites are required to have one portable toilet per lot.
  - a. Exception 1: If two (2) lots are side-by-side on the same side of the street, one portable toilet may serve the two (2) lots.
  - b. Exception 2: The portable toilet may be removed from the lot only when a working toilet is properly installed in the structure for the use of the workers. On commercial sites, one (1) portable toilet for every ten (10) persons on the site is required.
2. Trash Bins: Trash bins are required on all construction sites. On residential lots, the minimum requirements are 3-sided OSB or plywood bins, properly nailed and secured, or 3 – 4-sided chain link fence panels properly secured. Chain link material will be no longer than 2” x 4” square. Welded wire fabric trash bins are not accepted.
  - a. Exception: Trash bins will not be required after brick package is completed. The garage may be used for storage of excess materials and refuse until final inspection, in which case it must be empty. No debris will be allowed on the lot! On commercial sites an individual refuse container is required for the duration of the project.
  - b. That Section 13.02.033, “Mandatory collection” of the Fairview Code of Ordinances, is hereby amended to hereafter read as follows:

The town’s contractor has exclusive rights to engage in the business of collection and disposing of residential, commercial, and industrial garbage, trash, rubbish, debris, other refuse and residential recyclable materials, brush, and bulky waste within the corporate limits of the town. The exclusivity granted to the contractor includes commercial and industrial customers, except where the contractor stipulates they will not pursue such customers, as approved by the Town. This exclusivity does not include commercial or industrial recyclable materials, commercial or industrial accounts for which the contractor receives a release from the town, or construction debris. Construction debris or other trash resulting from construction, major remodeling, general cleanup of property, or resulting from sizeable amounts of trash and debris being cleared in preparation for construction will be removed by the property owner at their expense using their own crew or removal may be individually negotiated between the property owner and contractor. Should the contractor for town waste collection and disposal services not be used for these services, a permit hauling fee would need to be paid to the town in the amount of \$100.00 at the time of the building permit.

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3. Debris Fence/Barriers: All lots and sites are required to set up debris fence barriers to help contain lightweight materials and debris to the project site. On residential lots, debris fence is required when an occupied residence is within one (1) lot of the project. For all sites, debris fence may be removed when project is ready for final inspection.
4. Erosion Control Systems: All residential lots must maintain properly installed silt fence and/or curlex for the duration of land disturbing activities, i.e. grading, excavation, and primary construction, etc. Only silt fence may be used when installed directly behind curb. Silt fence and curlex may be moved out of the way for excavation and other activities such as final grade but MUST be replaced until sod or other approved stabilization devices are in place. Lots that are less than one (1) acre must have a minimum of 70% vegetation at the front and back of lot to remove erosion controls and to obtain a C/O. On commercial sites, systems must be maintained as per the approved erosion control plan submitted with the project package.
5. Poured Driveway or stabilized rock entrance: Flatwork must be poured with foundation or within three (3) working days to eliminate rock entry. If rock entry will be used, it has to be in place after plumbing rough is accepted and covered. Rock entry must be 20' wide by 12' deep by 6" thick. Rock material must be a minimum of 3" diameter. Street must be kept clean at all times. All commercial sites will maintain entrance and exit points as per the approved erosion control plan.
6. Address and Sign: All lots must have a company/builder sign located at the front of the lot facing the street. The lot address must be clearly posted and be easily seen from the street. Addresses painted on curb are not acceptable. It is highly recommended that independent and private builders include a contact phone number on their signs.

#### Concrete Washout Sites

1. Each builder shall install and maintain their own washout site.
2. The washout site will be surrounded completely with silt fence.
3. The rock entry will be designed so no runoff from site will occur.
4. Each site will have a builder's sign posted.

If builders in the same sub-division agree to share a washout site, EACH builder will post a builder's sign on that site. A letter will be sent to the Town of Fairview stating it is a shared site, by whom, and which builder is responsible for cleanup and maintenance.

#### Work Schedule

The Town of Fairview will observe the major holidays. No construction will be allowed of any kind. For a list of the holidays, request the list from the Permit Tech at Town Hall. One should be provided to you when your permit is issued. Normal working hours are 7 am – 7 pm, Monday through Saturday. No work of any kind should take place after hours or on Sunday. Violations are subject to stop work orders and/or prosecution from the Municipal Court. Your cooperation is greatly appreciated.

#### Erosion Control Violation Notice Boxes

Each builder in each sub-division must post a box to contain the erosion control violation notices.



### Inspection Readiness Points

We have developed the following lists of standard inspection points in an effort to assist builders in assuring readiness for inspections, preventing delays, and lowering the incidence of re-inspections. These are, of course, only the most basic expectations and are not intended to supplant the code; nor shall they assure approval. The experience, expertise, and judgment of the inspector will hold sway because no two situations are ever exactly the same. These, though, are consistently expected and may be used as a helpful reference.

#### Plumbing Rough Inspection

An address visible from the street

The builder's sign (with phone number)

The permit package (attached to the builder's sign) containing:

- The pre-construction approval tag
- The approved site plan
- A form board survey (with an original seal and signature)

A visible sewer tap connection (if applicable)

A town cleanout at the property line

A test tee in the sewer line (above the town cleanout, not at the bottom of the hole)

A schedule 40 PVC or copper service line

All fittings and piping exposed for inspection

Proper drainage fittings

Proper fall on all drainage piping

Proper bedding for all drainage piping

A PSI test on the drainage system, (pressure test on PVC will void warranties), 60 lbs. PSI on water, caps on all but one stack, copper and PVC wrapped at beam crossings

A connection between the hot and cold water lines

A 100 PSI gauge with a 60 PSI test on the water lines

Yard PE gas line (if applicable)

- Minimum 18-inch deep
- Approved gas wrap material on pre-bent risers



## Inspection Readiness Points

### Plumbing Top Out

An address (visible from the street), erosion control, debris control, trash bin, portable toilet, and builders sign are always inspection points.

Gas Piping (an attic ladder is required for this inspection)

#### Black pipe

- Wrapped through brick
- Sized per code
- Tested to 16 PSI on 30 PSI gauge

#### Flexible stainless steel tubing

- Nail guards
- Terminations at equipment
- 16 PSI on 30 gauge on low side
- 60 PSI test on 100 PSI gauge on high side

#### Drain, Waste & Vent Piping

- Trap arms (length, fall, size and bends)
- Closet bends centered 15 ½" (minimum) to framed walls
- Built-up showers blocked and tested
- 2<sup>nd</sup> floor rough tested to above lavatory arms
- 2<sup>nd</sup> floor drains maximum horizontal bends of 135 degrees before a cleanout is required
- Vents through roof and flashed

#### Water

- Town pressure on hot and cold water (or 60 PSI on 100 PSI gauge)
- Insulated in garage walls, outside walls and in attic
- Water heater T & P line roughed
- Frost proof hose bibs secured to building frame



## Frame and Electrical Rough Inspection

### Common Discrepancies

- Over/Under bent wires in device boxes
- Shoot exterior plates to Code
- Mount device boxes to manufacturer's specifications
- Bad or missing wind bracing
- Wires not stapled properly
- Properly supported beams
- Jacuzzi electrical must be 4" above finished floor
- Missing flashing at gables
- Remodel boxes used in new construction
- Fire stop chimney chase
- Receptacles not within 24" of kitchen sink
- Switches located behind doors that are not convenient
- Tighten or replace headers
- Support roof framing members, double studs required under ridges, hips and valleys
- Missing joist hangars or hangars not fully nailed
- Draft stop dead air spaces, double walls and chases



## HVAC Rough

This inspection is combined with the plumbing top out and is to be ready at the same time.

All heating/cooling duct work complete

All exhaust fans installed and ducts complete to termination

Heating/cooling unit installed

Furnace vent installed, secured and clear 1" to combustibles

Duct and vent chases and firs framed:

- When chases and/or firs are used as duct work
- When seal return/supply air from unconditioned air
- When seal vertical wires out of return

All duct work insulated from unconditioned spaces

Primary and secondary drains installed to termination points (supported for 1/8")

Fireplace installed and cleared to combustibles

- Log lighter valve a maximum of 4 ft. to gas openings in log lighter
- Wood no closer than standoffs over the fire box
- No wood exposed under fire box

Chimney installed through the roof

Draft stops installed

Chimney secured from combustibles by required distances



### Plumbing and HVAC Final

- Permanent address posted
- Water meter complete
- House cleanout with cap
- Vents above the roof painted
- Sprinkler permit and sprinkler test form at kitchen counter
- All plumbing and fixtures completed
- Water closet secured rigidly to the floor
- All gas appliances connected correctly
- All attic catwalks and work platforms solid, secure and unobstructed
- Combustion air for gas appliances
- Jacuzzi tubs require an access hatch



## Inspection Readiness Points

### Fire Suppression

An address (visible from the street) and builders sign are always inspection points

- All sprinkler heads must have construction covers
- All pipe in open space area must be insulated
- Rise must be attached to water line
- Riser must have 200 PSI

### Fire Suppression Final

- All doors must be unlocked for access into house, garage, etc.
- All sprinkler heads must have cover plates
- All cover plates must be free from paint and caulk
- Inspector test box must be unlocked and opened
- Riser gauge will be free from paint and visible
- Riser must be turned on with water in system.





## Building & Electrical Final Inspection

### Common Discrepancies

- Debris and construction materials in empty/adjoining lots
- Spilled concrete on street, approach and walks
- Broken or cracked walks
- Device boxes behind Formica not flush with combustibles
- Ground rod not connected or missing
- AC units over/under fused
- Garbage disposal not operable
- GFCI plug not working or wired wrong
- Smoke detector not in loop
- Stair handrails not to code
- Missing tempered glass
- GFCI for a second-floor bath located on first floor
- Receptacles behind sink or range top
- Seal fireplace lintel
- Receptacle within 6' of deep sink not GFCI protected
- Paperwork missing or incomplete/outdated
- Missing sod where required
- Drainage does not match drainage survey



### Meter Inspection

#### Common Discrepancies

- Open wire ends and J-boxes
- Missing cover plates
- Meter base too high
- Missing proper ground at service entry
- Cold water ground location at panel box
- AC condenser set where electrical outlets, hose bibs or AC disconnect are behind condenser
- Proper clearance between electric meter and gas meter
- Gas lines to units not capped



### 48 – Hour Re-Inspection Policy

If you are issued a red tag, you will not be re-inspected for 48 hours. When you get a red tag, call it in the following workday and it will be inspected the day after. **DO NOT CALL IT THE SAME DAY YOU FAIL, WAIT 24 HOURS TO CALL.**

If you do not follow this procedure and call the inspection in too early, it will be disregarded and no inspection will occur.

### Re-Inspection Fees

A \$50 re-inspection fee will apply to the first failed inspection with increments of \$25 for each inspection of the same type thereafter.