

CITY OF REILE'S ACRES
APPLICATION FOR DEVELOPMENT PERMIT

Date _____

Permit No. _____
(To be supplied by the City)

Owner _____ Complete Mailing Address **including ZIP code** _____ Phone _____

Contractor _____ Complete Mailing Address **including ZIP code** _____ Phone _____

Subcontractor (electrical) _____ Complete Mailing Address _____ Phone _____

Subcontractor (plumbing) _____ Complete Mailing Address _____ Phone _____

Subcontractor (HVAC) _____ Complete Mailing Address _____ Phone _____

Architect or Designer _____ Complete Mailing Address _____ Phone _____

Engineer _____ Complete Mailing Address _____ Phone _____

Base Flood Elevation is 893.5 ft. MSL Proposed Elevation of Lowest Opening: _____ ft. MSL
(Elevation certificate needed prior to framing)
(Highest maximum opening is 895.5ft)
(Be **sure** to note this opening on the blueprint)

Estimated Project Cost \$ _____

Legal Description: Lot No. _____ Block _____ Addition _____ See Attached Sheet _____

Lot/Area Size _____

TYPE OF DEVELOPMENT

_____ **Residential Lots** (fill out Section "A")

_____ **Commercial Lots** (fill out Section "B")

_____ **Other Structures or Land Improvements** (fill out Section "C")

CITY OF REILE'S ACRES
APPLICATION FOR DEVELOPMENT PERMIT

SECTION "A" (All work on Residential Lots)

Occupancy of Building: Single Family _____ Storage _____ Multi-family _____ Other _____

Class of Work: New _____ Addition _____ Alteration _____ Repair _____ Move _____ Demolish _____ Other _____

Describe Work: _____

Size of Building: _____ Sq. Ft. Length: _____ Ft. Width: _____ Ft. Stories: _____

Floor Area: First Floor: _____ Sq. Ft. Second Floor: _____ Sq. Ft. Basement: _____ Sq. Ft.

Kind of Materials to be used: Concrete _____ Steel _____ Wood _____ Earth _____ Other (Explain) _____

Type of Roof: Hip: _____ Gable: _____ Flat: _____ Other (Explain): _____

Roofing Material: _____

Foundation: _____ **NOTE: Concrete in contact with soil must be alkali resistant**

Water Supply: Rural Water: _____ Well Water: _____ Both: _____ Other (Explain): _____

Sewer System: _____ Septic connected to Reile's Acres Sewer System
_____ Other (Explain on an attached sheet with description and drawings)

Central Air Conditioning: Yes _____ No _____ Heating System: Type _____ (example: Gas F.A.)

SECTION "B" (All Work on Commercial Lots)

Occupancy of Building: Type of Business _____ Number of Parking Spaces: _____

Class of Work: New _____ Addition _____ Alteration _____ Repair _____ Move _____ Demolish _____ Other _____

Describe Work: _____

Size of Building: _____ Sq. Ft. Length: _____ Ft. Width: _____ Ft. Stories: _____

Floor Area: First Floor: _____ Sq. Ft. Second Floor: _____ Sq. Ft. Basement: _____ Sq. Ft.

Kind of Materials to be used: Concrete _____ Steel _____ Wood _____ Earth _____ Other (Explain) _____

Type of Roof: Hip: _____ Gable: _____ Flat: _____ Other (Explain): _____

Roofing Material: _____

Foundation: _____ **NOTE: Concrete in contact with soil must be alkali resistant**

Water Supply: Rural Water: _____ Well Water: _____ Both: _____ Other (Explain): _____

Sewer System: _____ Septic connected to Reile's Acres Sewer System
_____ Other (Explain on an attached sheet with description and drawings)

Central Air Conditioning: Yes _____ No _____ Heating System: Type _____ (example: Gas F.A.)

CITY OF REILE'S ACRES
APPLICATION FOR DEVELOPMENT PERMIT

SECTION "C" (Work other than on residential or commercial lots)

Type of Structure: _____

Class of Work: New _____ Addition _____ Alteration _____ Repair _____ Move _____ Demolish _____ Other _____

Non-building development: Excavation _____ Watercourse alterations: _____ Drainage: _____ Fill: _____

Road, Street, Bridge: _____ Subdivision: _____ Individual water system: _____ Other (Explain below): _____

Describe Work (included detailed drawings/additional written description as attachments): _____

Size of Structure: _____ Sq. Ft. Length: _____ Ft. Width: _____ Ft. Height: _____ Ft.

Floor Area: First Floor: _____ Sq. Ft. Second Floor: _____ Sq. Ft. Basement: _____ Sq. Ft.

Kind of Materials to be used: Concrete _____ Steel _____ Wood _____ Earth _____ Other (Explain) _____

Type of Roof: Hip: _____ Gable: _____ Flat: _____ Other (Explain): _____

Foundation: _____ **NOTE: Concrete in contact with soil must be alkali resistant**

To be completed by the City:

Floodplain Determination:

Project is located: _____ Floodplain (Flood Fringe)
_____ Floodway

Map information: FIRM Date _____
FIRM Zone _____
BFE at Development Site _____ (MSL)
Development must be elevated or floodproofed to _____ (MSL)
_____ Project not located in a special flood hazard area

Other Permits Necessary:

CITY OF REILE'S ACRES
APPLICATION FOR DEVELOPMENT PERMIT

Diagram of building(s)/structure(s) on lot/area map **must be shown** on Page 6. Include septic system, driveway, water well or water connection, garage, security light, mail box, location and variety of trees next to the street, **lot drainage** (consistent with the established drain plan), and any accessory buildings, fences, and signs. **Two** copies of the blueprints and **two** copies of the Permit Application (with original signatures) must be submitted.

If any changes are to be made after this application is filed, an amended application must be filed. Any additions or structural alterations require inspections. For applications requiring city council approval, the application must be filed with the City Auditor at least five days prior to a scheduled city council meeting in order to be reviewed for possible approval at that council meeting.

NOTICE

All construction must comply with the city's flood proofing code. All construction must comply with notice of rules furnished with development permit. All electricity, plumbing, heating, ventilating, and air conditioning must be done to city or state codes, as applicable.

If deposit forfeited during construction, the applicant must provide another \$1,000 deposit prior to resuming work.

Contacts for inspections:

City: Perry Ronning 281-2639 or 793-0053 at least **24 hours before concrete is poured** to arrange for construction inspections of footings, basement concrete forms, poured concrete basement walls and supports, and structure. Approx. time of inspection must be given at 24 hour notice.

Sewer Connection: Houston Engineering 237-5065 for the inspection of the connection of the building's sewer to the City system.

Electric: State Electrical Inspector for the inspection of all work done on the premises.

Plumbing: Clarence Schaffer from the State Plumbing Board 701-799-1555 to apply for a plumbing certificate.

Any permit becomes null & void if work or construction authorized is not completed within one year from permit date.

Owner or builder must also place order for approved yard light prior to receiving any of the deposit refunded.

Lot Drainage: property must be graded so that there is a 5% slope from the house to minimum of 10 feet from the foundation wall of the house. In no case shall the grade on the lot e such that runoff from the lot drains onto an adjoining lot. Permit deposit will not be refunded until lot grade is finished.

Driving route to construction site: Permit applicant is responsible for all subcontractors on jobsite. Also, the maximum weight of any truck is 48,000lbs. Failure to use routes below will result in forfeiture of the \$1,000 deposit.

6th & 8th additions:

Lots on and North of 35th Ave- All vehicles larger than ½ ton must access the construction area by Landview road from the north (CTY 20) and must take most direct route to and from site.

Lots located on Baker's Lane and 32nd Ave – All vehicles larger than ½ ton must access the area by coming in from County road 17 from the west along 32nd Ave N and up Landview only to the South Baker's Lane, and must take most direct route to and from site.

Owner will notify City by letter to 4643 35th Ave. North at least 35 days prior to any occupancy of a new residence. Failure to provide such notice makes owner responsible for all costs and penalties associated with penalties assessed by the City of Fargo for failing to provide notice of additional sewer use, and the forfeiture of the \$1,000 deposit.

The house number, in figures at least five inches high, shall be put on the house in a place prominently visible facing the street on which the house number is designated.

Erosion control must be used on all new construction adjacent to the road and around any ditches or drainage areas. The City will contract out erosion control and bill against the deposit if the applicant fails to provide erosion control.

Refundable deposit can be requested only after all work is completed, security light installed, and all inspection reports (Structure & final inspections, sewer connection drawings, plumbing & electric inspections, flood proofing certificate, and flood elevation

CITY OF REILE'S ACRES
APPLICATION FOR DEVELOPMENT PERMIT

certificate are completed and on file with the city. Failure to provide listed certificates within 60 days of final inspection will result in forfeit of deposit.

Final plans must show exact location of water stop on water line, location of the connection to the water line, and connection to the sewer line. The plans must be submitted to the city with the associated inspection reports.

The weight restrictions below apply to all roads within the City.

LOAD RESTRICTIONS
MAXIMUM WEIGHTS
APPLICABLE TO AXLE & GROSS VEHICLE LOADS
SINGLE AXLE: NOT TO EXCEED 12,000 LBS
TANDEM AXLE: NOT TO EXCEED 12,000 LBS
PER EACH AXLE
3 AXLES OR MORE (GROUP): 10,000 LBS
PER AXLE. ON DIVISIBLE LOADS THE GROSS
WEIGHT OF THE AXLE GROUPING MAY NOT
EXCEED 30,000 LBS
GROSS WEIGHT: NOT TO EXCEED 48,000 LBS

SPRING LOAD RESTRICTIONS
MARCH 15TH - APRIL 20TH
MAX. GROSS WEIGHT: 32,000 LBS

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Should any part of this document not coincide with the most current City of Reile's Acres ordinances, the ordinance will prevail and supersede this document.

Signed _____
(Owner)

I hereby certify that said construction is in accordance with building code adopted by the City of Reile's Acres.

Signed _____
(Contractor)

To be completed by the City:

Approved: _____ Denied: _____ Date: _____

Signed _____
(Building Inspector)

CITY OF REILE'S ACRES
APPLICATION FOR DEVELOPMENT PERMIT

Draw to scale an outline of your building(s)/structures, showing their location on the lot/area map. Also, include the outline of the septic system and connection to the community collection system, water well or water connection, garage, driveway, security light, mailbox, location and variety of trees to be planted next to the street(s), and any accessory buildings, fences, parking areas, and signs. **Show lot drainage plans.** Include **two** copies of the detailed blueprints.

--- SCALE DRAWING ---

North
(Show Points of Compass)

CITY OF REILE'S ACRES
APPLICATION FOR RESIDENTIAL DEVELOPMENT PERMIT

NOTICE OF CONSTRUCTION RULES AND RESTRICTIONS

Minimum front setback for single-family residential buildings is 50 feet from property line for lots of one or more acres; smaller lots must have a minimum front setback of 40 feet, (Includes Eaves). Single-family residential buildings shall not exceed two stories or 36 feet in height and must be at least 20 feet from the lot sides and 25 feet from lot rear (Includes Eaves). Accessory buildings must be in the back yard, be at least 12 feet from lot lines (including eave), must match house (siding, shingles, etc.), and floor space cannot exceed 1000 sq. ft. No more than 2 accessory building allowed on any one lot.

For construction on lots that have an approach road, the culvert under the approach road must be at least 24 inches in diameter, and the bottom of the culvert must be set 4 inches below the grade of the ditch. Resident's mailbox must be placed on the same side of the road or street as existing mailboxes or per United States Postal Service's requirements.

Utility locations: All utilities (water, sewer, electrical, etc.) if located across a paved road surface shall be installed only as follows: boring will be the only means by which services will be allowed across paved surfaces. Undermining or tunneling under a paved surface (more than 60 degrees vertically from the edge of the road) shall not be allowed. **Security lights shall be installed in the front yard and must conform to city standards.**

Excavation into existing ditches shall be replaced to within 90% compaction. Applicant shall furnish compaction test. Any sodded areas shall be replaced with sod. Excavation into other areas must be sodded.

Construction vehicles (trucks, trailers, tractors, etc.) or equipment used for construction purposes will not be parked on any paved surface for more than a 2-hour period. Any deviance from this restriction may result in the loss of the refundable deposit or a fee of \$100.00 per day levied against that property.

The owner shall be responsible for all damages caused to the roads and streets from the construction process. In case of damage to roads or streets, they must be restored to their preconstruction condition. The refundable deposit will be used to offset any damages to roads, streets, and other property caused by the construction process. The amount of the deposit does not limit the owner's liability.

All required inspections and certificates must be signed, completed and delivered to the City Building Inspector (at 4635 35th Avenue North, Reile's Acres, ND 58102) before the deposit can be returned. No more than 60 days will be allowed to complete and submit all required inspection paperwork and certificates after the permit expires, otherwise the deposit will be forfeited.

It shall be the responsibility of the applicant to arrange for inspections with the Building, Plumbing, and Electrical Inspectors as work progresses. Any progress in construction which hampers inspection shall be removed at applicant's expense to facilitate inspection.

No *Flood proofing Certificate* can be issued unless the inspector is able to inspect concrete forms both before and after concrete is poured. The applicant is responsible for obtaining any required flood *Elevation Certificate* and *Flood proofing Certificate* from a licensed engineer.

All lots used for single family dwellings shall have a minimum of 1150 square feet living area on one floor of a rambler, 1700 square feet on the top two floors of a split level or a 1½ story, or 2000 square feet for a bi-level or 2 story dwelling.

Any non-residential portion of the construction must conform to the appropriate requirements of the Americans With Disabilities Act (ADA).

No trailer homes nor mobile homes shall be permitted to be installed on the real estate. No farm animals, including but not limited to cows, horses, sheep, pigs or chickens (or other fowl) shall be permitted on the premises.

Owner's Signature

Date

CITY OF REILE'S ACRES
APPLICATION FOR COMMERCIAL DEVELOPMENT PERMIT

NOTICE OF CONSTRUCTION RULES AND RESTRICTIONS

Commercial buildings shall have a minimum setback of at least 20 feet from the side and rear property lines and 50 feet setback from the front property line (all setbacks include eaves). When Commercial property adjoins Residential property, a 75 foot front setback is required (includes eaves). Landscape buffers at least 20 foot in width must be placed between Commercial property and Residential property.

Building height shall not exceed 36 feet. Signage shall be a maximum of 32 square feet and not exceed 12 feet in height.

The maximum size of any commercial development shall not exceed 10,000 square feet. Off-street parking spaces and off-street loading spaces shall be provided according to the requirements of Ordinance No. 48, and plans shall be approved by the Building Inspector prior to the issuance of the development permit.

For construction on lots that have an approach road, the culvert under approach road must be at least 24 inches in diameter, and the bottom of the culvert must be set 4 inches below the grade of the ditch. Property's mailbox (if any) must be placed on the same side of the road or street as existing mailboxes or per United States Postal Service's requirements.

Utility locations: All utilities (water, sewer, electrical, etc.) if located across a paved road surface shall be installed only as follows: boring will be the only means by which services will be allowed across paved surfaces. Undermining or tunneling under a paved surface (more than 60 degrees vertically from the edge of the road) shall not be allowed.

Security lights shall be installed in the front of the development.

Excavation into existing ditches shall be replaced to within 90% compaction. Applicant shall furnish compaction test. Any sodded areas shall be replaced with sod. Excavation into other areas must be sodded.

Construction vehicles (trucks, trailers, tractors, etc.) or equipment used for construction purposes will not be parked on any paved surface for more than a 2-hour period. Any deviance from this restriction may result in the loss of the refundable deposit or a fee of \$100.00 per day levied against that property.

The owner shall be responsible for all damages caused to the roads and streets from the construction process. In case of damage to roads or streets, they must be restored to their preconstruction condition. The refundable deposit will be used to offset any damages to roads, streets, and other property caused by the construction process. The amount of the deposit does not limit the owner's liability.

All required inspections and certificates must be signed, completed and delivered to the City Building Inspector (at 4635 35th Avenue North, Reile's Acres, ND 58102) before the deposit can be returned. No more than 60 days will be allowed to complete and submit all required inspection paperwork and certificates after the permit expires, otherwise the deposit will be forfeited.

It shall be the responsibility of the applicant to arrange for inspections with the Building, Plumbing, and Electrical Inspectors as work progresses. Any progress in construction which hampers inspection shall be removed at applicant's expense to facilitate inspection.

No *Flood proofing Certificate* can be issued unless the inspector is able to inspect concrete forms both before and after concrete is poured. The applicant is responsible for obtaining any required flood *Elevation Certificate* and *Flood proofing Certificate* from a licensed engineer.

All commercial construction must conform to the appropriate requirements of the Americans with Disabilities Act (ADA).

Owner's Signature

Date

CITY OF REILE'S ACRES
APPLICATION FOR RESIDENTIAL DEVELOPMENT PERMIT

FEE SCHEDULE
 (Make checks payable to the City of Reile's Acres)

Schedule 1 (new home construction or additions to primary living space)

Development Permit Fee		\$ 110.00
	<i>Plus</i>	
Base fee: \$520.00 for costs up to \$100,000 plus \$3.00 per \$1,000 or fraction thereof above \$100,000 (includes up to 5 structure & sewer connection inspections)		____.00
	<i>Plus</i>	
____ additional structure inspections at \$70.00 each		____.00
	<i>Plus</i>	
Refundable deposit*		1,000.00
* (if there is a large difference from value to purchase price, the difference will come out of the deposit.)		
	Total	____.00

OR

Schedule 2 (remodeling of home or garage, any interior or exterior work)

Development Permit Fee		\$ 60.00
	<i>Plus</i>	
\$5.00 per \$1,000 or fraction thereof of estimated cost for total project		____.00
	<i>Plus</i>	
____ structure inspections at \$70.00 per visit (inspections to be based on those inspections required by code).		____.00
	Total	____.00

OR

Schedule 3 (other construction or development—utility or storage building, swimming pools, etc.)

Development Permit Fee		\$ 60.00
	<i>Plus</i>	
\$5.00 per \$1,000 or fraction thereof of estimated cost for total project		____.00
	<i>Plus</i>	
____ structure inspections at \$70.00 per visit.		____.00
	<i>Plus</i>	
Professional review fees and costs		_____
	Total	_____

All Development Permit Applications must be submitted to the City for the determination of the proper fee. No Development Permit will be issued until the proper fee has been paid. Fee automatically **doubles** if work starts before application is filed. Some Development Permits are subject to the approval of the City Council. Permit not required for replacing shingles, siding work, same-size window replacement, or driveway and sidewalk work.

* All required inspections and certificates must be signed, completed and delivered to the City Building Inspector before the deposit can be returned. No more than 60 days will be allowed to complete and submit all required inspection paperwork and certificates after the permit expires, otherwise the deposit will be forfeited.

CITY OF REILE'S ACRES
APPLICATION FOR COMMERCIAL & OTHER DEVELOPMENT PERMITS

FEE SCHEDULE
 (Make checks payable to the City of Reile's Acres)

Schedule 1 (new construction or additions to primary space)

Development Permit Fee	\$ 260.00
<i>Plus</i>	
Base fee: \$700.00 for costs up to \$100,000 plus \$3.00 per \$1,000 or fraction thereof above \$100,000 (includes up to 5 structure & sewer connection inspections)	____.00
<i>Plus</i>	
____ additional structure inspections at \$70.00 each	____.00
<i>Plus</i>	
____ sewer & water inspections at \$150.00 each	____.00
<i>Plus</i>	
Professional review fees and costs	_____
<i>Plus</i>	
Refundable deposit* (on buildings) @ \$1,000.00	____.00
<i>Plus</i>	
Refundable damage deposit (on infrastructure work) @ \$25,000.00 for projects costing less than \$500,000.00 or 5% of project cost for projects costing more than \$500,000.00	_____
Total	_____

OR

Schedule 2 (other construction or development; e.g., remodeling of building, utility or storage building, etc.)

Development Permit Fee	\$ 160.00
<i>Plus</i>	
\$5.00 per \$1,000 or fraction thereof of estimated cost for total project	____.00
<i>Plus</i>	
____ structure inspections at \$70.00 per visit (inspections to be based on those inspections required by code)	____.00
<i>Plus</i>	
Professional review fees and costs	_____
Total	_____

All Development Permit Applications must be submitted to the City for the determination of the proper fee. No Development Permit will be issued until the proper fee has been paid. Fee automatically **doubles** if work starts before application is filed. All Development Permits are subject to the approval of the City Council. Permit not required for replacing shingles, siding work, same-size window replacement, or driveway and sidewalk work.

* All required inspections and certificates must be signed, completed and delivered to the City Building Inspector before the deposit can be returned. No more than 60 days will be allowed to complete and submit all required inspection paperwork and certificates after the permit expires, otherwise the deposit will be forfeited.