

CITY OF REILE'S ACRES
APPLICATION FOR EXTRATERRITORIAL 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 _____ **ft. MSL** Proposed Elevation of Lowest Opening: _____ ft. MSL
(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")

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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.)

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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:

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APPLICATION FOR EXTRATERRITORIAL DEVELOPMENT PERMIT

Diagram of building(s)/structure(s) on lot/area map must be shown on Attachment 1. 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, 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.

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

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.

Refer to fee schedule (Attachment 3).

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)

If City Council Action is needed:

Approved:____ Denied:____ Date: _____

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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 any 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 EXTRATERRITORIAL RESIDENTIAL DEVELOPMENT PERMIT

NOTICE OF CONSTRUCTION RULES AND RESTRICTIONS

Single-family residential buildings shall not be more than two stories or 36 feet in height and must be at least 20 feet from the lot sides and 25 feet from lot rear; private garages must be at least 10 feet from the adjoining lot. Storage sheds must be at least 5 feet from lot lines, floor space cannot exceed 160 sq. ft., and the longest dimension must be 16 ft. or less. Storage sheds shall not exceed one story or 15 feet in height from grade to the peak of the roof.

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. For construction on lots with 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 \$50.00 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

Owner's Signature

Date

CITY OF REILE'S ACRES
APPLICATION FOR EXTRATERRITORIAL COMMERCIAL DEVELOPMENT PERMIT

NOTICE OF CONSTRUCTION RULES AND RESTRICTIONS

Commercial buildings shall have a minimum setback of at least 10 feet from the side and rear property lines and 25 feet setback from the front property line. When Commercial property adjoins Residential property, a 50 foot front setback is required. 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 \$50.00 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 requirements of the Americans with Disabilities Act (ADA).

Owner's Signature Date

CITY OF REILE'S ACRES
APPLICATION FOR EXTRATERRITORIAL 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	\$	360.00
<i>Plus</i>		
Base fee: \$800.00 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*		1,000.00
	Total	<u>_____.</u>

OR

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

Development Permit Fee	\$	210.00
<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	<u>_____.</u>

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.

CITY OF REILE'S ACRES
APPLICATION FOR EXTRATERRITORIAL 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: \$550.00 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>	
Refundable deposit*		1,000.00
	Total	<u>____.00</u>
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	<u>____.00</u>
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	<u>____.</u>

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.