

CITY OF VERNONIA PUBLIC WORKS DESIGN STANDARDS

SECTION 7.0000 - PERMIT

A permit shall be obtained before beginning construction, alteration or repairs, other than ordinary repairs, using application forms furnished by the City of Vernonia.

7.0010 - APPLICATION FOR PERMIT

7.0011 - APPLICATION

To obtain a permit, the applicant shall first file an application therefore in writing on a form furnished by the City of Vernonia for that purpose. Every such applicant shall:

- a. Identify and describe the work to be covered by the permit for which application is made.
- b. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building.
- c. Indicate the use or occupancy for which the proposed work is intended.
- d. Be accompanied by plans, diagrams, computations, specifications and other data as required.
- e. State the valuation of any new building or structure or any addition, remodeling or alteration to an existing building.
- f. Be signed by the permittee, or his/her authorized agent.
- g. Give such other data and information as may be required by the building official.

7.0012 - PERMIT FEES

Permit fees are established by the State of Oregon and the City of Vernonia.

7.0013 - EXPIRATION

Every permit issued by the City of Vernonia under the provisions of the Codes and/or Ordinances of the City shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within six months from the issue date of the permit, or if the building or work authorized by such permit is suspended or abandoned at any time after work is commenced for a period of six months. Before work can be resumed, a new permit shall be obtained to do so, and the fee therefore shall be one-half the amount required for a new permit for such work, provided no changes have been made in the original plans and specifications for such work; and provided further that such suspensions or abandonment has not exceeded six months.

A permittee holding an unexpired permit may apply for a one-time extension, provided he/she can show good and satisfactory reasons, and beyond his/her control the work cannot be commenced within the six-month period from the issue date. In order to renew work on a permit after it has expired, the permittee shall pay a new full permit fee.

7.0015 - PENALTY

Any person, firm or corporation violating any of the provisions of the Codes and/or Ordinances of the City, shall be guilty of a misdemeanor and each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of the codes and/or City Ordinances is committed, continued or permitted, and upon conviction of any such violation such person shall be punishable by a fine, or by imprisonment, or by both such fine and imprisonment as established by local applicable laws.

7.0016 - RIGHT OF APPEAL

All persons shall have the right to appeal the building officials decision through a body appointed by the City and qualified by the experience and training to pass upon matters pertaining to building construction.

7.0017 - PLANS

When required by the City, plans shall be drawn to scale and shall be of sufficient clarity to indicate the nature and extent of the work proposed and shall show in detail that it will conform to the provisions of this code and all relevant laws, ordinances, rules and regulations. Plans shall include a plot plan drawn to scale showing the locations of all easements, drainage facilities, adjacent grades, property lines, the proposed building and of every existing building on the property. Two sets of plans required. One additional complete set of plans shall be kept on the job site at all times and made readily accessible to the inspector.

7.0020 - INSPECTIONS

7.0021 - GENERAL

All construction or work for which a permit is required shall be subject to inspection by the City and all such construction or work shall remain accessible and exposed for inspection purposes until approved by the City Inspector. In addition, certain types of construction shall have continuous inspection.

Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of the Codes and/or Ordinances of the City of Vernonia. Inspections presuming to give authority to violate or cancel the provisions of the Codes and/or Ordinances of the City of Vernonia shall not be valid.

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 City of Vernonia shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

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

7.0022 - INSPECTIONS FOR RIGHT-OF-WAY IMPROVEMENTS

If the construction of a sidewalk, curb and gutter or A/C improvements, is not included in a performance bond of an approved subdivision or the performance bond has lapsed, then every person, firm or corporation desiring to construct sidewalks as provided by this Section, before commencing the work or improvement, shall comply with the following:

- a. An occupancy permit shall not be issued for a development until provisions of this section are satisfied.
- b. The Superintendent of Public Works may allow temporary noncompliance with the provisions of this section to the owner, builder or contractor when, in the engineer's opinion, the construction of the sidewalk is impractical for one or more of the following reasons:
 1. Sidewalk grades have not and cannot be established for the property in question within a reasonable length of time;

2. Forthcoming installation of public utilities or street paving would be likely to cause severe damage to the new sidewalk;
3. Street right-of-way is insufficient to accommodate a sidewalk on one or both sides of the street; or
4. Topography or elevation of the sidewalk base area makes construction of a sidewalk impractical or economically feasible.

7.0022 - INSPECTION RECORD CARD

Work requiring a permit shall not be commenced until the permit holder or his/her agent shall have posted or otherwise made available an inspection record card such as to allow the Building Inspector conveniently to make the required entries thereon regarding inspection of the work. This card shall be maintained available by the permit holder until final approval has been granted by the Building Inspector.

7.0023 - INSPECTION REQUESTS

It shall be the duty of the person doing the work authorized by a permit to notify the City that such work is ready for inspection. The City may require that every request for inspection be filed at least one working day before such inspection is desired. Such request may be in writing or by telephone at the option of the City.

It shall be the duty of the person requesting any inspections required to provide access to and means for inspection of such work.

7.0025 - REQUIRED INSPECTIONS

Reinforcing steel or structural framework of any part of any building or structure shall not be covered or concealed without first obtaining the approval of the Building Inspector.

The City of Vernonia, 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/her agent wherein the same fails to comply with the code.

7.0030 - INSPECTIONS

7.0031(a) - INSPECTIONS BY BUILDING INSPECTOR

1. Site
2. Concrete
 - A. Driveways
 - B. Sidewalks
 - C. Curbs
 - D. Aprons

NOTE: BEFORE ANY CONCRETE IS POURED, ALL FORMS AND REBAR MUST BE INSPECTED.

3. Streets
4. Street Lights
5. Water Lines
6. Sewer Lines

NOTE: ALL PLANNING REQUIREMENTS MUST BE MET BEFORE ANY PERMITS WILL BE ISSUED