

CITY OF MAX BUILDING PERMIT – EXPLANATIONS

TYPE OF IMPROVEMENT/PLAN REVIEW – All of these items require some type of drawn floor plan included with the application(s).

A. Type Definitions

- a. New Building – structure that is constructed with no prior foundation, walls, etc., on site. Building can be a site-built or modular home. Any structure with permanent foundation requires survey of property to meet setback requirements.
- b. Modular home – Modular homes are built in sections at a factory. They are built to conform to all state, local or regional building codes at their destinations. Sections are transported to the building site on truck beds, then joined together by local contractors
 - i. Pre-manufacture – Structure is built in a factory with non-removable steel chassis. Sections are transported to the building site on their own wheels. Can only be located in mobile home park unless zoning change is requested.
- c. Addition – Anything constructed or erected which requires location on the ground or attached to something have location on the ground, but not including fences or walls used as fences.
- d. Alteration – As applied to a building or structure; any change or rearrangement in the structural parts or in the exit facilities, or an enlargement, whether by extending on a side or by increasing in height, or the moving from one location or position to another
 - i. Ex. Moving walls inside a building; changing garage to living area; changing a current room/area to another purpose as in moving/adding bathroom; changing location of windows on structure.
- e. Repair – restore (something damaged or broken) to good condition or working order; this area would include siding, replacement windows, shingles. *(No fee required.)*
- f. Demolition – Structure is removed. Foundation could remain if structurally sound. *Special application is required.*
- g. Foundation – Construction of foundation on which a building will be placed.
- h. Fence – Separate application required.

B. IMPROVEMENT SPECS that require plans

- a. Deck – An unclosed structure for use as a patio; no walls but may have roof.
- b. Accessory Building – A subordinate building (4'x4'x4' structure or larger) which is located on the same lot on which the principal building is situated and which is reasonably necessary and incidental to the conduct of the primary use of such building or main use, when permitted by district regulations. An "ACCESSORY BUILDING" includes, but is not limited to, the following:
 - i. Children's playhouse, garden house or private greenhouse.
 - ii. Shed or building for domestic storage, permanent.
 - iii. Deck - A structure projecting out from the wall or walls of a main structure and commonly open to the weather in part.
 - iv. Garage Private: A detached accessory building or portion of the principal building designed, arranged, used or intended to be used for the storage of automobiles of the occupants of the premises.
 - v. Patio: An area, unconnected to the main structure, at ground level, improved with pavement stone, timbers or the like, open to the sky
 - vi. Porch: A roofed-over structure projecting out from the wall or walls of a main structure and commonly open to the weather in part.
- c. Fence – Must provide description of type of structure. Must meet ordinance 6.0602-4. If close to a lot line, adjoining property owner must permit option to survey

C. Additional definitions:

- a. ALL defined items require a permit, no matter the total cost.
- b. A permit fee is required for all applications.