

YUKON

Community Development

Requirements for Commercial Building Permits

The following are requirements for new buildings, building additions, portable buildings, and remodels (some remodels may not require all of the following). A building permit application must be completed and accompany the plans.

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 the applicable codes and all relevant laws, ordinances, rules, and regulations. Plans shall include a plot plan drawn to scale showing the location of all easement, drainage facilities, adjacent grades, property lines, the proposed building and of all existing buildings on the property, if any of the above is in question, you may need to get a registered lot survey of the property.

- _____ 1. Is the building located in a regulatory flood plain?
- _____ 2. Legal Description
- _____ 3. Does the zoning allow the proposed use?
- _____ 4. Layout of property with lot dimensions shown.
- _____ 5. Set back lines shown with distances from structure to all property lines.
- _____ 6. Building location and dimensions.
- _____ 7. Location of accessory buildings and structures.
- _____ 8. Street location(s), names, driveway locations and dimensions.
- _____ 9. Parking layout
 - a. See attached Resolution #74-2
 - b. 90° spaces shall be 9'x20' in size
 - c. Handicapped spaces shall be 9' in width with an additional 4' adjacent aisle.
- _____ 10. Sidewalks – Required on all public street frontage (indicated width and location), 4' in width; one (1) foot outside the property line. Must be accessible on corner lots.
- _____ 11. Public utilities (show existing and propose water, sanitary sewer, gas, and electric on plans).
- _____ 12. Storm water retention: Provide two (2) complete sets of detention plans and drainage calculations. Storm water retention plans must be approved by the City Engineer before a permit is issued.
- _____ 13. Special Notes:
 - a. Type and location of site screening (when required)
 - b. Parking lot – all parking must be a permanent sealed surface (indicate type of surface).
 - c. Type of building(s), structures, etc.
 - d. Height of all structures
- _____ 14. Applicants name, address, etc. (Application must be signed by the applicant)
- _____ 15. Submit a minimum of two (2) sets of paper drawings, which will include (plumbing, mechanical, and electrical)
- _____ 16. An additional set of drawings shall be submitted on a CD/R in PDF, JPEG & TIFF format.
- _____ 17. Two (2) sets of specifications; One set of specifications shall be submitted on CD/R in DWG, DWF, or other common windows based format.
- _____ 18. Buildings will be accessibility as required by Chapter 11 of the ICC Building Code.
- _____ 19. Owner/Architect needs to review project for compliance with the ADA & Accessibility Requirements.
 - a. Access to building
 - b. Parking
 - c. Accessible Storage
 - d. Restrooms