# COMMERCIAL/INDUSTRIAL BUILDING PERMIT GUIDE

### (NEW, ADDITION, OR ALTERATION)

\*\*\* Plans & specifications shall be prepared in compliance with the following codes:

- South Sioux City Municipal Code
- 2018 International Building Code
- 2018 International Mechanical Code
- 2018 International Plumbing Code
- 2023 National Electric Code
- 2012 NFPA 101 Life Safety Code (with amendments)
- 2010 Americans with Disabilities Act (ADA)
- 2018 International Fuel Gas Code
- 2018 International Energy Conservation Code
- And all other applicable Federal, State, & Local Regulations

If you have any questions, please contact the South Sioux City Inspection Services Department.

Inspection Services Department

1615 1st Avenue

South Sioux City, NE 68776

Phone: 402-494-7518 Fax: 402-494-6215

www.southsiouxcity.org

# **Diggers Hotline 1-800-331-5666**

Call at least 48 hours in advance, when digging.

This handout was developed by the Inspection Services Department as a basic plan submittal under the 2018 International Building Code. It is not intended to cover all circumstances. Check with your Building Department for additional requirements.

Updated 04/13/22

# Commercial / Industrial Building

# Building Permit Application For New and Existing Structures

**Code:** The City of South Sioux City has adopted the above referenced codes as minimum construction standards and are enforceable within the corporate limits of the city AND in the city's extraterritorial zoning jurisdiction. Referenced codes are available for review at City Hall in the Inspection Services Department during normal business hours.

**Purpose:** The purpose of this code is to establish the minimum requirements to safeguard the health, safety and general welfare of the public.

**Permit Required:** A city permit shall be obtained <u>before</u> commencing to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure or to install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical, or plumbing system regulated by an adopted code. Contact the inspection services department to discuss projects which may be exempt from permit requirement. Please contact the Nebraska State Fire Marshal's office for state permitting requirements.

**Violation:** Failure to obtain a required permit is a violation subject to legal action. BUILDING PERMIT FEES WILL BE <u>DOUBLED</u> when beginning a project prior to receiving a building permit, unless the Code Official gives prior approval. WHEN IN DOUBT CALL.

Plans: 2 sets of final construction plans must be submitted to the Inspection Services Department with the completed permit application.

**Permit Application:** It is very important to complete the application completely, so that your application can be processed in a timely manner. Plan reviews and permit processing times very depending on the scope of the project. You will be contacted when your permit is ready.

**Posting Permit Placard:** You must post your permit placard on the job site, and visible from the public right-of-way, before commencing work. A stop work order will be issued until the placard is posted.

**Inspections:** The Code Official shall perform on-site inspections to determine compliance with the code and shall either approve that portion of construction, or shall notify the permit holder or his contractor for failure to comply with the code. The permit holder or contractor must call the Inspection Services Department 24 hours in advance to request an inspection. NO work shall be concealed until receiving approval from the Code Official.

<u>Footing & Foundation Inspection.</u> Is made after excavation is made, forms are set, and reinforcement is in place and prior to placing concrete.

<u>Plumbing, Mechanical & Electric</u>. Rough inspection is made prior to concealment, before fixtures are set, and prior to framing inspection.

<u>Framing and Masonry.</u> This inspection is made after the roof, masonry, all framing, fire-stopping, draft-stopping, and bracing are in place and after the plumbing, mechanical and electrical rough in inspections are approved.

Other Inspections. The Inspection Department may order additional inspections for a verity of reasons. You will be notified in advance of these required inspections.

<u>Final Inspection.</u> A final inspection is REQUIRED after all work is complete and must be made before a Certificate of Occupancy is issued.

Certificate of Occupancy: This is a document issued after the final inspection by the code official, which indicates that the structure may be occupied for its intended use.

### Minimum Document Submittal Requirements For Commercial / Industrial Buildings

#### A. Site Plan

- 1. Legal Description
- 2. Address of main building.
- 3. Proper boundaries identified and dimensions
- 4. Location of <u>all</u> buildings and the setbacks from property boundaries. You must indicate front, rear and side yards.
- 5. Street(s) identification
- 6. Driveways and Sidewalks
- 7. Off-street parking
- 8. Size and location of utility services
- 9. Signage size and location
- 10. Use or occupancy classification
- 11. Type of construction
- 12. IBC basic allowable floor area and building height and increases as allowed.

#### B. Footing and Foundation

- 1. Footing width and height
- 2. Reinforcement size, spacing, and location.
- 3. Foundation width, height, and materials used.
- 4. Height of unbalanced fill. (Unbalanced fill is the difference in height of the exterior finish grade and the interior finish ground levels. Where an interior concrete slab is provided, the unbalanced fill shall be measured from the exterior finish ground level to the top of the interior concrete slab)
- 5. Size and spacing of anchor bolts or other tie down devices.
- 6. Insulation R value and placement for Frost-Protected Footings in Heated Buildings (if utilized)

#### C. Floor Plan (A floor plan must be submitted for each floor, including the basement)

- 1. Room identification and dimensions
- 2. Location of all windows and doors.
- 3. Location and identification of egress window in each sleeping room
- 4. Fire and smoke rated building elements.
- 5. Room occupancy classification and separations
- 6. Smoke and draft control locations
- 7. Fire Suppression System head locations (if applicable)

#### D. Wall Section or Cross Section

- 1. Indicate materials utilized.
- 2. Identify framing materials including size, spacing, species, and spans.

#### E. Exterior Elevations

- 1. Show each side of the structure with exterior materials identified.
- 2. All windows and doors must be shown. Indicate egress windows.
- 3. Show all decks or porches. Attach a separate drawing for decks and porches if needed, identifying materials used, size, spacing and spans of support structure. Identify guardrail height and construction methods utilized. Show stairs indicating tread width and riser height, and also the handrail and guardrail details.

#### F. Roof Plan

- 1. Indicate size, spacing, span and species of materials used.
- 2. Include a copy of the engineering specification if using trusses.
- 3. Indicate pitch of roof.
- 4. Indicate snow load design in pounds per square foot.

#### G. Floor Framing Plan for Each floor

- 1. Indicate floor load design.
- 2. Identify floor framing plan showing size, spacing, span and species.

#### H. Plumbing Plans for Each Floor

- 1. Location of all plumbing fixtures, floor drains, hose bibs supply lines, waste drain and vent, and all other aspects of the plumbing system. You must indicate materials used and pipe sizes. Also indicate rough-ins for future bathrooms.
- 2. Location, size and type of all backflow devices
- 3. Water and sewer riser diagrams.

#### I. Mechanical Plans for Each Floor

- 1. Location of all heating units
- 2. Size and layout of duct work
- 3. Identify fire and smoke dampers if penetrating a rated wall.
- 4. Location of smoke and heat detectors

#### J. Electrical Plans for Each Floor

- 1. Location of all electrical fixtures including all lights, light switches, receptacles and all exterior fixtures.
- 2. Identify all GFCI outlets
- 3. Indicate service panel locations.
- 4. Indicate metering layout and location
- 5. Location of all smoke detectors and wiring for smoke detectors
- 6. Fire alarm system showing location of alarm panels, pull stations, sirens, strobes, and emergency exit lighting

#### K. Other Plans and Documents

- 1. As determined by the Code Official.
- 2. Plans and shop drawings for all fire suppression systems.
- 3. Soil test may be required depending on location and site history.

#### Commercial / Industrial Development **BUILDING PERMIT APPLICATION** Project: ☐ New Addition Alteration Brief description of project: Estimated Total Cost \$ (Labor & Materials) **Applicant** Name: \_\_\_\_\_ Phone: Address: \_\_\_\_\_\_City, State Zip: \_\_\_\_\_\_ Mobile: Fax: \_\_\_\_\_ Owner (if other than applicant) Phone: Name: \_\_\_\_\_Address: \_\_\_\_\_ Mobile: \_\_\_\_\_ City, State Zip: Fax: **Project Location** Address: Property ID #: \_\_\_\_\_ Zoning: City, State, Zip: Legal Description: Lot(s): \_\_\_\_\_ Block: \_\_\_\_ Subdivision: \_\_\_\_ Unplatted Legal Description: Flood Plain Development: Yes No Stormwater/Grading Permit Yes No Contractors: General: Heating & Cooling: Address: Address: City, State, Zip: City, State, Zip: Phone: \_\_\_\_ Phone: \_\_\_\_\_ Electrician: Plumber: \_\_\_\_\_ Address: Address: City, State, Zip: City, State, Zip: Phone: \_\_\_\_\_ Phone:

Project Information (Check all that apply)								
Heating System:	☐ Electric	□Gas	☐Combination Elec./Gas					
Water Heater:	☐ Electric (Rebates may apply if t	Gas Other nay apply if using electric heat – check with the code officials for details.)						
Water Service:	Total number of water taps Size of taps  Total number of water meters Size of water meters							
Electrical System:	Total service size to each buildingamps. Individual dwelling unit load amps. Number of meters							
Temporary Electric:	∐Yes	□No	Number of Temps to Energize					
I hereby certify that the data submitted on or with this application is true and correct, that I am the owner at this address or, that for the purpose of obtaining this approval I am acting as agent in owners behalf. Contractors who are required to be licensed by the State of Nebraska and/or the City of South Sioux City will do all work done on this project. Granting of this permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction. A building permit is considered invalid if the work has not commenced within 180 days after issuance and will expires 1 year after issuance unless and extension is approved by the Code Official or governing body. In the discharge of duties, the Code Official shall have the authority to enter the building, structure or premises for the purpose of inspecting the work permitted and posting notices.								
** A FINAL INSPECTION AND CERTIFICATE OF OCCUPANCY REQUIRED PRIOR TO OCCUPANCY. **								
Signature	(Signature)		Date					
	(Print Name)		Phone					

The enclosed State Fire Marshal Permit application included in this packet is provided as a courtesy. Please contact the State Fire Marshal's Office at 402-471-2027 if you have any questions pertaining to their permit application or submittal requirements.

State law requires compliance with the Nebraska Engineers and Architects Regulation Act. Please see the attached document titled "Before You Build" for a brief description of projects requiring compliance and visit <a href="https://www.ea.ne.gov">www.ea.ne.gov</a> for the complete law and rules governing building projects in Nebraska. The Inspection Serviced Department <a href="mailto:cannot">cannot</a> issue building permits in violation of this law.

#### **NEBRASKA STATE FIRE MARSHAL**

#### **Plan Submittal Application**

WHAT TO SUBMIT?

COMPLETED

REQUIRED FEES Fire Code Review Fee Accessibility Review Fee? Late Fee?

#### CONSTRUCTION DOCUMENTS

Shop drawings and individual buildings and/or structures require separate applications.

HARDCOPY SUBMISSION State Fire Marshal's Office 246 S. 14th Street Lincoln, NE 68508

8/1/2019

(") REC	UIRED FIELD TO BE COMPLETED.	INCOMPLETE FIEI	LDS WILL R	ESULT IN A REJECT	TION LETTER (*)	
UBMITTING PARTY		*NAME OF PROJECT				
ADDRESS			*ADDRESS			
CITY / STATE / ZIP CODE			*CITY / COUNTY			
ONTACT PERSON PHONE			*EMAIL ADDRESS			
OWNER EMAIL ADDRESS (If differe	ADDITIONAL INDIVIDU	JALS RECEIVING			different from submitting par	tv)
ji dinoi	ns non occurring party	NONE				NONE _
CONTRACTOR EMAIL ADDRESS (I	f different from submitting party)		*OTHER EMAIL ADDRESS			
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		PROJECT INFORM				
OCCUPANCY TYPE	*STATE OWNED? YES NO		*PLANS SUBMITTED TO LOCAL AUTHORITY FOR REVIEW FOR ACCESSIBLITY			R ACCESSIBLITY?
	*EST, START DATE:  *EST, COMPLETION DATE:		YES (Specify City or County)		NO 🔲	
	e the following: CMS Certified? YE	s NO		Licensure Type?		
TYPE OF PLAN						
Preliminary Final Fir	e Alarm Fire Sprinkler Grain	Storage/Handling	Fire Main	Kitchen Hood/Suj	opression Other	
If a Preliminary Code Review has be	en previously reviewed and approved, ple	ase indicate the Code	Review numl	ber here: M	naja salakahara menaran sama glada endaman ja	
PROJECT DESCRIPTION					00000000000000000000000000000000000000	
New Building Addition	Remodel Interior Tenant F	inish Alteratio	n Re	ehabilitation Ot	her	*********
NUMBER OF LEVELS (Including Su	b Levels):	CONSTRUCTION T	YPE: (ex. IIB	or VB) NEW	EXISTING	
FIRE PROTECTION FEATURES (IF				(200)		
☐ Total Sprinkler ☐ Partial		Fire Alarm Sys	tem 🔲	Fire Extinguishers	Other	
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To auto calculate and pay the associated	d plan review fees online, please visit our websi	ite sfm_nebraska.gov/fee	s , OR contact	the Main Office at (402) 4	71-2027 to calculate the fee.	
Checks made out to the "Nebraska State	Fire Marshal" can be sent into our main office	- 246 S. 14th Street, Lir	ncoln, NE 6850	8		
	IMP	ORTANT NOTES	er o and the			
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#### Nebraska Radon Resistant New Construction (RRNC)

#### Summary of the Law Effective September 1, 2019

The purpose of the Radon Resistant New Construction Act is to protect public health and welfare from exposure to radon, the second leading cause of lung cancer next to smoking. RRNC utilizes design elements and construction techniques that passively resist radon entry and prepare a building for an active post construction mitigation system.

LB130 amends the state building code to adopt sections of the International Building Code (IBC), the International Residential Code (IRC), and the International Existing Building Code. It requires those standards and the minimum standards for RRNC adopted under section 76-3504 to be enforced by a county, city, or village as part of its local building code if they adopt or generally conform to the state building code.

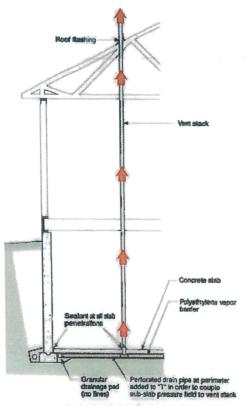
The building code requires that a passive radon mitigation system be installed in all new construction, residential dwellings and original construction commercial structures. New construction does not include additions or remodeling of existing structures. New construction is defined as any original construction of a single-family home or a multifamily dwelling, including apartments, group homes, condominiums, townhouses or any original construction of a building used for commercial, industrial, educational or medical purposes.

Three approaches are utilized during RRNC.

- > Prevent radon entry by using barrier methods.
- Reduce the radon entry driving forces.
- Passive radon reduction system installation that relies on natural pressure differentials and the upward movement of air inside the pipe resulting from heated air rising and escaping through a supplied opening, thus causing an indoor pressure level lower than that in the soil gas beneath or surrounding the building.



#### **Design Elements**



A passive sub-slab depressurization system shall be installed during construction in basement or slab-on-grade buildings.

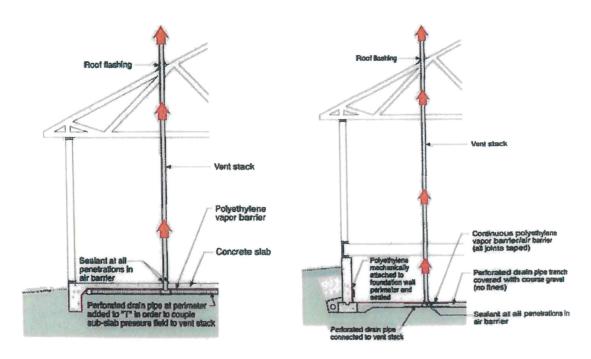
> Vent Pipe Requirements: A minimum 3-inch diameter ABS, PVC or equivalent gas-tight pipe shall be embedded vertically into the subslab permeable material before the slab is cast. A "T" fitting or equivalent method shall be used to ensure that the pipe opening remains within the sub-slab permeable material. If the building has a sump pit or drain-tile system, a minimum 3-inch diarneter ABS, PVC or equivalent gas-tight pipe shall be inserted directly into an interior perimeter drain tile loop or through a sealed sump cover where the sump is exposed to the sub-slab or connected to it through a drainage system. The vent pipe shall be extended up through the building floors, and terminate at least 12 inches above the roof in a location at least 10 feet away from any window or other opening into the conditioned spaces of the building that is less than 2 feet below the exhaust

point, and 10 from any window or other opening in adjoining or adjacent buildings. In buildings where footings or other barriers separate the sub-slab gas-permeable material, each area shall be fitted with an individual vent pipe. Vent pipes shall connect to a single vent that terminates above the roof or each individual vent pipe shall terminate separately above the roof. All exposed and visible interior radon vent pipes shall be identified with at least one label on each floor and in accessible attics. Such label shall read "Radon Reduction System". Recommendations: Avoid 90-degree angles in the vertical pipe run and use sweeps if turns are needed. Due to Nebraska climate it's recommended all ABS, PVC or other gas-tight pipe be Schedule 40 or greater.

- Sump Pit Requirements: Sump pits open to soil or serving as the termination point for sub-slab or exterior drain tile loops shall be covered with a gasketed or otherwise sealed lid. A sump used as the suction point in a sub-slab depressurization system shall have a lid designed to accommodate the vent pipe. Sump pits used as a floor drain shall have a lid equipped with a trapped inlet.
- Power Source Requirements: In order to provide for future installation of an active radon mitigation system, an electrical circuit terminated in an approve box shall be installed during construction in the attic or other anticipated location of vent pipe fans.

- Aggregate Recommendations: Four inches of clean aggregate, smaller than 2 inches in diameter but larger than ¼ inch in diameter or four inches of sand overlain with drainage material should be spread under all areas that will be covered by concrete slabs and are within the home's walls. Soil-gas collection mats or drainage mats may also be used. This layer allows lateral flow of soil gasses to move freely under the slab and enter an exhaust vent pipe.
- Soil-gas retarder/Vapor Barrier Recommendations: A minimum 6 mil polyethylene sheeting or 3-mil cross-laminated, overlapped 12 inches at the seams and fitted closely around all pipe, wire or other penetrations, should be placed over the aggregate in a basement or slab-on-grade design prior to casting the slab. In crawlspaces, the polyethylene sheeting is lapped a minimum of 12 inches at the joints and shall extend to all foundation walls enclosing the crawl space area. Access doors, other openings or penetrations between basements and adjoining crawlspaces should be closed, gasketed or otherwise filled to prevent air leakage. This is the primary soil gas barrier in a crawlspace and serves to bridge any cracks that may form after the basement slab has cured.
- Vent pipe "T" Recommendations: A "T" fitting made of 3 or 4 inch diarneter polyvinyl chloride (PVC) or acrylonitrile butadiene styrene (ABS) piping is inserted horizontally beneath the sheeting and connected to a 3 or 4 inch diameter fitting to a vertical vent pipe installed through the vapor barrier. The "T" allows soil gases to enter the vent pipe with little resistance.
- Perforated pipe Recommendations: A 3 or 4 inch diameter perforated pipe is laid horizontally under a crawl space's vapor barrier and connects to the PVC or ABS vent pipe "T". The perforated pipe provides numerous openings for soil gases to enter the vent assembly. In buildings where interior footings or other barriers separate the sub-slab aggregate or polyethylene sheeting, each area should be fitted with an individual perforated pipe. Perforated pipes should connect to a single vent riser that terminates above the roof or each individual perforated pipe may connect to multiple vent pipes that terminate separately above the roof.
- Vent pipe drainage Recommendations: All components of the radon vent pipe system should be installed to provide positive drainage to the ground beneath the slab or polyethylene sheeting.
- Roof Exhaust Recommendations: Flashing or a roof boot should be installed around the vent pipe where it exits the roof to prevent leakage.
- Sealing Recommendations: Openings around bathtubs, showers, pipes, wires, floor assemblies or other object that penetrate concrete slabs and all control joints should be filled with a polyurethane caulk or equivalent sealant material. Hollow block masonry foundations walls should be constructed with either a continuous course of solid masonry, one course of masonry grouted solid or a solid concrete beam at or above finished ground surface to prevent the passage of air from the interior of the wall into conditioned space. Where a

- brick veneer or other masonry ledge is installed, the course immediately below that ledge shall be sealed.
- Duct Recommendations: Ductwork passing through or beneath a slab should be of seamless material unless the air-handling system is designed to maintain continuous positive pressure within the ducting. Ductwork in crawlspaces should have all seams and joints sealed by closure systems.
- Combination Foundation Recommendations: Combination basement/crawlspace or slab-on-grate/crawlspace foundations should have separate radon vent pipes install in each type of foundation area. Each vent pipe should terminate above the roof or should be connected to a single vent that terminates above the roof.



#### Passive to Active Conversion Requirement

A building contractor or a subcontractor of a building contractor may convert a passive radon mitigation system to an active radon mitigation system in accordance with rules and regulations adopted and promulgated by the department under the Radiation Control Act for radon mitigation, but the contractor or subcontractor is not required to be a radon mitigation specialist to convert such system. A radon mitigation specialist shall conduct any post-installation testing of such systems.

#### **Exempt Projects**

New construction after the effective date shall not be required to use RRNC techniques if the project utilizes the design of an architect or licensed engineer. Projects located in Zone 3 counties with a radon concentration of less than 2.7 pCi/l are exempt or if a local building official makes a determination, after review of relevant guidelines for the intended use of the structure and property conditions determines the structure will not be used for residential occupancy.

# Office of Environmental Health Hazards & Indoor Air Division of Public Health/Department of Health & Human Services

Phone Number (402) 471-1005

Toll Free Number (888) 242-1100

Fax Number (402) 471-8833

Email Address dhhs.healthhazardsindoorair@nebraska.gov

Mailing Address P.O. Box 95026, Lincoln, Nebraska 68509-5026



Good Life, Great Mission.

DEPT. OF HEALTH AND HUMAN SERVICES

# For More Informaton Visit:

Nebraska Department of Roads www.transportation.nebraska.gov/

> City of South Sioux City Storm Water Management

http://www.southsiouxcity.org/department/division.php?fDD=13-125

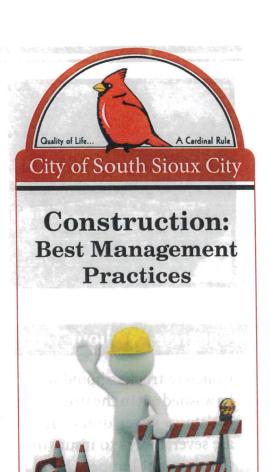
Nebraska Local Technical Assistance Program

https://services.ne-ltap.org/welcome.aspx



City of South Sioux City 125 E 26th St South Sioux City, NE 68776

Phone: (402) 494-7573 Fax: (402) 494-7530 stormwater@southsiouxcity.org



www.SouthSiouxCity.org 402-494-7573 • Fax 402-494-7530



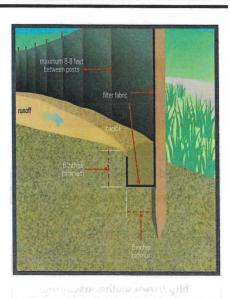


Concrete trucks should never be washed out in the street or to the storm sewer drain. There are several ways to insure that this does not happen. Make a concrete wash out pit and line it with plastic.



## Inlet Protection

Inlet protection is our last line of defense curb socks is a great way to protect our storm inlet and to insure minimal debris is in our storm sewers.



### Silt Fence

Silt fence is designed to pool water on the site while the sediment settles out of it.

