



# Code Enforcement Office

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## TOWN OF PORTER ◆ VILLAGE OF YOUNGSTOWN

### General Guidelines for Work **Requiring Building Permits:**

#### GENERAL REQUIREMENTS

- New Construction, Additions, and Alterations
- Garages, Sheds and or Detached *Accessory Structures*.
- Structural Repairs
- Legalization of third floor and other spaces
- Parking Lots
- Fire Damage repairs
- Change of Use
- Demolition(s)
- Home Occupation(s)
- Decks exceeding 15 sq. ft. in area, and or that are more than 30 inches above grade at any point, and or are attached to a dwelling, and or serve the exit door required by section R311.4

#### ELECTRICAL

- Electrical Permits are not issued by Town of Porter. However, New electrical work and parts of existing Electrical systems affected by new work or alterations shall be Inspected by a Town of Porter approved Electrical Inspector (a list can be obtained from our office). Exceptions from this requirement are listed in the List of work not requiring a building permit.

#### PLUMBING

- Replacement, Repair, or Alteration to: Water service, Sewage System (private or public), Waste, Vent, or interior water lines
- New installation & Replacement of Hot Water Tanks which are not in like kind replacement
- Installation of new plumbing Fixtures
- Back flow device installation

#### HVAC Appliances

- New installation and or Replacement of Heating, Ventilation, or Air Conditioning system (HVAC) which are not a like kind replacement (ie. Geothermal system replacing a traditional Air handler/forced air system.)

#### Fencing

- New Fencing or Repair to existing if more than 50% is being replaced and fence is legal by permit.

#### ROOFING

- Replacement or Repair of Structural component(s)
- Change in Roofing type (asphalt to metal, etc.)
- Replacement or Repair of Structural

**NOTE: TWO OR MORE APPLICATIONS OF ANY TYPE ROOF COVERING is PROHIBITED.**

#### PORCHES and or DECKS

- Additions and or New Construction
- Any Alteration or Replacement of a Structural component(s) including but not limited to: Framing, Columns, and or Foundations

#### STAIRS, GUARDS & HANDRAILS

- New or replacement Steps, Guards, & Handrails if more than 50% of a component is replaced

#### WINDOWS & DOORS

- Increasing or Decreasing overall size or dimension
- Addition or Removal of a Window or Door

#### RIGHT OF WAY WORK

- Driveways – *Town Highway Superintendent Issues Permits and Standards.*
- Drainage Culverts; *Town Highway Superintendent Issues Permits and Standards. Culvert Pipe & supplies are to be purchased by Property owners and then installed by Town Highway Department.*
- Water Service; *Town Highway Superintendent Issues Permits and Standards.*
- Sewer Tap/Connection; *Town Highway Superintendent Issues Permits and Standards.*

#### EXCAVATION, SITE GRADING, OR FILLING

- If the disturbance of the soil on a lot or lots will affect the lesser of; three quarter (3/4) acre and or One (1) foot change in grade and or will alter drainage patterns off-site.

Although this list is as comprehensive as possible, it is not intended, and should not be considered, to be all inclusive. The Building Inspector/Code Enforcement Officer shall determine whether a Permit is required, please call the Town of Porter office at (716) 745-3730 for further assistance.

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