

CHAPTER 26

ADMINISTRATION

26.1 ENFORCEMENT.

The Plan Commission, through its officers and employees, shall enforce the provisions of the Comprehensive Zoning Ordinance.

26.2 IMPROVEMENT LOCATION PERMIT.

No building or structure except government agencies, government owned and/or operated utilities, and buildings whose primary use is in connection with the production of agricultural crops and livestock and fowl, other than residences may be erected, move, added to, or structurally altered unless an Improvement Location Permit has been issued.

26.3 APPLICATION FOR IMPROVEMENT LOCATION PERMIT. Application for Improvement Location Permit must be made in duplicate on a form prescribed by the Town of Chandler Plan Commission and accompanied by a scale drawing, showing the dimensions and the shape of the lot to be built upon; the size and location of existing buildings; and the location and dimensions of the proposed building or alteration. The application must include any other information that is required by the Plan Commission and is necessary for the administration and enforcement of this Ordinance, including but not limited to existing or proposed building or alteration; existing or proposed uses of the building and land; the number of families, housekeeping units or rental units the building is designed to accommodate; and the conditions existing on the lot. Sewer permit numbers from the appropriate sewer companies, municipalities, or the applicable Health Department must accompany the application. Where a state law requires a release prior to construction from the State Building Commissioner for a proposed structure, no improvement location permit will be issued until said release is obtained by the applicant by the appropriate state agency.

Prior to issuance of an improvement location permit, the applicant must provide proof of compliance with all state building codes and other applicable regulations.

One copy of the application shall be returned to the applicant by the Plan Commission after approval or disapproval of the application. The second copy similarly marked, shall be retained by the Plan Commission. If any application is not approved, the Plan Commission shall state the reasons for its action of the application.

When permits are issued for lots in subdivisions for which the streets have not been accepted for maintenance by the Town of Chandler, the Plan Commission shall cause to be imprinted in bold letters on the face of the Permit the following:

“The Streets in your subdivision have not been accepted for maintenance by the Town of Chandler”

After a permit is issued and construction had commenced it shall be unlawful to bury any construction debris during or at completion of any improvement made on a parcel of real estate. The Plan Commission shall cause to be imprinted in bold letter on the face of the permit the following:

“The burying of construction debris during or at completion of construction of any improvement is prohibited and subject to a violation fee.”

26.4 CERTIFICATES OF OCCUPANCY FOR NEW, ALTERED OR NON-CONFORMING USES.

It is unlawful to use or occupy or permit the use or occupancy of any building or premises, or both, or part thereof hereafter created, erected, converted, or wholly or partly altered or enlarged in its use or structures until a Certificate of Occupancy has been issued stating that the proposed use of the building or land conforms to the requirements of this Ordinance.

A non-conforming structure or use may be maintained, renewed and changed only after a Certificate of Occupancy has been issued stating specifically how the non-conforming use differs from the provisions of this Ordinance.

A temporary Certificate of Occupancy may be issued for a period not exceeding six months during alteration or partial occupancy of a building. The Plan Commission may require as a condition precedent safeguards that will reasonably protect the safety of the occupants and the public.

26.5 EXPIRATION OF IMPROVEMENT LOCATION PERMITS.

If the work described in an Improvement Location Permit has not been started within six (6) months from the date it was issued, the permit shall expire and written notice thereof shall be given to the persons affected.

If the work described in any Improvement Location Permit has not been substantially completed within one (1) year of the date it was issued, the permit shall expire and written notice thereof shall be given to the persons affected, together with the notice that all work shall cease until a new permit has been obtained.

26.6 CONSTRUCTION AND USE TO BE AS PROVIDED IN APPLICATION, PLANS, PERMITS, AND CERTIFICATES OF OCCUPANCY.

Improvement location permits or Certificates of Occupancy issued on the basis of plans and applications approved by the Plan Commission authorize only the use,

arrangement, and construction set forth in such approved plans and applications and no other use arrangement, or construction.

26.7 FEES AND EXPENSES FOR NOTICE.

Please See
ORDINANCE
2014-31 for an
updated fee
schedule

Each application for an Improvement Location Permit shall be accompanied by a fee set by the Town of Chandler Plan Commission except that no fee is required for a building, structure, or improvement of a size less than twenty-five (25) square feet. In the event construction has started without first obtaining an Improvement Location Permit and the Zoning Inspector for the Town of Chandler Plan Commission has posted the site, an additional fee of Two Hundred Dollars (\$200) is required. Start of construction is when any material is used.

All persons applying for petitions to rezone property, variances, conditional uses, special exemptions, appeals, zoning certifications, and review by the Department of Natural Resources of an Improvement Location permit in a Flood Hazard Area shall accompany applications with the following fees payable to the Town of Chandler Plan Commission:

Petition to Rezone	\$125.00 Per Lot
Variance	\$150.00 Per Lot
Special Exemption	\$150.00
Appeals	\$150.00
Zoning Certificate	\$20.00 Per Lot
Conditional Use	\$150.00
Certificate of Occupancy	\$20.00
Copies of any Documentation	\$.25 (.50 if legal sized)

Type of Construction	Improvement Location Permit Fee	Inspection Fee
minimum	\$30.00	\$75.00
One or Two Family Dwellings, including garages, covered patios and non-enclosed porches	\$0.05 per sq. ft.	\$0.05 per sq. ft.
apartments, hotels, motels	\$0.06 per sq. ft.	\$0.06 per sq. ft.
business, commercial and public buildings not herein otherwise covered	\$0.06 per sq. ft.	\$0.06 per sq. ft.
educational, institutional and churches	\$0.05 per sq. ft.	\$0.05 per sq. ft.
industrial, warehouses and bulk storage buildings	\$0.08 per sq. ft.	\$0.08 per sq. ft.
accessory buildings for residential use	\$0.05 per sq. ft.	\$0.05 per sq. ft.
manufactured home	\$0.05 per sq. ft.	\$0.05 per sq. ft.

mobile home	\$0.05 per sq. ft.	\$0.05 per sq. ft.
additions and alterations to any building	\$0.05 per sq. ft.	\$0.05 per sq. ft.
any structures not covered herein	\$0.05 per sq. ft.	\$0.05 per sq. ft.

A violation fee of \$200 will be required in addition to the regular fee for any application to locate a mobile home or manufactured home if the said home has been moved onto property and posted violation by the Zoning Inspector for the Town of Chandler Plan Commission.

All fees include the costs for Legal Notice of Public Hearing.

No part of any filing fee paid pursuant to this Section shall be returnable to the applicant or petitioner.

Fees may be adjusted from time to time by the Plan Commission

A violation fee of \$500 will be imposed if it is determined by the Town of Chandler Plan Commission that construction debris has been buried during or upon completion of construction of any improvement made on a parcel of real estate for which an Improvement location Permit has not been issued. The requirement and/or receipt of payment of the violation fee is not a waiver of the provisions of any other local ordinances regulating the disposal of waste.