



Construction and Zoning Regulations

Permit Number _____

All permittees must comply with the following requirements. The Purpose of these regulations is to protect residents, personal and public properties, streets, common areas, and environment during building construction. The City of Williams reserves the right to modify these regulations at any time. Please read and acknowledge each statement by signing your initials.

_____ 1. On demolition, grading, remodeling, and new construction projects, permittees must notify adjacent property owners regarding the nature of the project, the time period for construction, and any unusual activities that may cause disruption of the normal course of traffic during construction.

_____ 2. All permittees must submit a tentative construction completion schedule.

_____ 3. All permittees must post a 6 square foot (2'X3') identification sign, made of durable material, on the subject property. The sign must be 5 feet high, measured from finished grade to top of the sign. The sign must include the permittee or company name, phone number, type of work, and address of project.

_____ 4. Prior to issuance of a building permit, the property owner or contractor must submit a "construction-site management plan," addressing dust and noise control measures, native vegetation and natural wash protection, vehicle/ equipment storage/ parking, material storage, debris removal, portable toilet/ sanitary location, construction trailer location, work site security and fire consideration, and hours/ days of work.

_____ 5. Prior to any on-site grading, a grading permit must be obtained from the city engineer

_____ 6. Permittees must secure all permits under the City Code.

_____ 7. When deemed necessary by the city, a 6 foot high chain link fence must be installed around the construction area considered to be a potential safety hazard for the public.

_____ 8. Clear access for neighboring and emergency vehicles must be maintained at all times. Construction related vehicles must be legally parked only on one side of the street or job

site property. If a staging area is needed on a property other than the construction site for construction materials, the permittee must obtain property owner and city approval first, and must inform the adjacent property owners of the location of the staging area, and times and hours during the day the area will be used.

_____ 9. Except as outlined in note 8, all construction debris and equipment must be contained on site at all times. Contractor and property owner must maintain job site free of litter and unsightly materials at all times. Construction materials are prohibited in the city right-of-way or near adjacent properties.

_____ 10. Construction and demolition related activities may only be performed between sunrise and sunset as table indicates, Monday through Friday. Saturday and Sunday between 7:00 am & 5:00 pm

_____ 11. The contractor and property owner may be liable for damage done to any property, either private or public as a result of any construction or construction related activities. No certificate of occupancy will be issued until all affected right-of-ways are cleaned and/ or repaired to their original condition, or until such time that a written, signed, and legally binding agreement has been reached by the parties involved to remedy any violation within a reasonable time period; and until all required fees are paid in full.

_____ 12. Any restoration or repair of city right-of way/ property must comply the city specifications.

_____ 13. The natural flow of rainwater and other drainage from the property may not be altered in any ways, unless approved by the city engineer.

_____ 14. All equipment of all trades on or affecting the job must be cleaned only in a predetermined and designated area. Debris and runoff from said area may not extend beyond the building area.

_____ 15. Property owner, builder, or general contractor will be responsible for controlling dust from the site at all times. All means necessary must be used by the builder or general contractor to control dust caused by any earthwork, spray application of materials, or other dust causing practices required by the construction process.

_____ 16. The city will charge the permittee or property owner for the cost of any necessary clean up or other work caused by the builder or contractor, plus 10% of the total cost, after initial verbal or written notice is served.

_____ 17. An inspection fee will be charged if the inspection is required as a result of a code violation

_____ 18. Violation of any section of these regulations may result in fines or citations. Violations may also result in the removal of building permits until such time as all violations are remedied to the satisfaction of the City of Williams.

_____ 19. For background information and concerns regarding licensed contractors, call the Arizona Registrar of Contractors (602) 542-1525 or visit their website <http://www.azroc.gov>

_____ 20. Prior to any commercial demolition or removal, a complete NESHAP report shall be submitted to the City of Williams building department.

Applicant/ Permittee and contractor, please sign and date below indicating that you have read and understood all of the above requirements and you have received a copy of these regulations for your reference. A copy of this signed agreement will be part of the public record.

ACCEPTANCE OF CONSTRUCTION REGULATIONS

I (we) _____ the contractor(s) for the property located at _____, City of Williams, and I (we) _____ the applicant(s) or property owner(s) representative for a building permit, do hereby acknowledge that I (we) have reviewed and understand the construction regulation of the City of Williams. I (we) do hereby agree to observe these regulations. I (we) understand that the City of Williams has the authority to halt any or all construction activities if it is determined, upon site visit and review, that the property owner, contractor, subcontractors, suppliers, consultants, or agents thereof are in violation of any of these regulations at any time.

Signature of Applicant/ Property Owner Representative DATE

Signature of General Contractor/ Builder DATE

General Contractor/ Builder Name License #

Main Office Phone Job Site/ Cell Phone

Complete each of the following requirements and check for complete or N/A (Not Applicable)

- ___ A separate application for each type of structure (Residence, ADU, Fence, etc.)
- ___ Demolition Permit if applicable
- ___ Dust control plan (attached) OR
- ___ City of Williams' public work permit (0.10 acre or more)
- ___ Contractor's bond exemption certificate for projects with a value of \$50,000 or greater

For Projects with a value of \$25,000 or greater:

- ___ Two sets of grading and drainage plans, signed by an Arizona civil engineer
- ___ Traffic impact analysis
- ___ Soil Report, sealed by an Arizona engineer
- ___ One 8 1/2" X 11" each of site plan and floor plan
- ___ Fire indemnity Agreement
- ___ Notarized letter from owner if submitted by an architect or person other than the contractor acting as an agent for the owner
- ___ Two sets of plans (Max 36" X 42")
- ___ Plans stamped on every sheet by an Arizona architect

Plans should be drawn to scale and include:

- ___ Site plan with all existing R.O.W. and their dimensions shown
- ___ Foundation plan
- ___ Dimensions of structure and square footage
- ___ Elevations showing height from lowest natural grade to roof ridge
- ___ Plumbing with isometric detail (waste, vent, gas, water)
- ___ Gas fireplace pipe size and BTU
- ___ Electric floor plan with loads and calcs
- ___ Exterior lighting and wattage
- ___ Attic ventilation
- ___ Complete wall and roof framing plan
- ___ Water meter size
- ___ Truss Calculations

Complete the following:

- Water meter size: _____ If new or upgraded meter is being installed
- Setbacks of structure measured from property line

- Height of structure _____ Floor area ratio _____
- Zoning district _____

REVIEWED BY: _____ **Date:** _____