



# RESIDENTIAL ATTACHED ADDITIONS

## Additions and Alterations

**Reference:** 2018 International Residential Code  
Code of Ordinances, City of Marion, Zoning Regulations, Chp. 176

**Permit requirements:** A building permit is required when adding an addition or altering an existing structure. All residential attached additions are to be located per the zoning guidelines listed below.

**Zoning guidelines: Planning & Zoning Dept.** Phone – 743-6320. Fax – 373-4260.  
(Contact the above department with questions about setbacks and other zoning requirements.)

- *Required side yard* dimension is 7 feet from property line to structure unless your home is located on a corner lot. The setback for a corner lot is 12 feet from the side property line
- *Required front yard* setback is 25 feet from the property line to the structure
- The *required rear yard* dimension is 20% of the depth of the lot with a minimum of 15 feet and a maximum of 25 feet
- No portion of the main structure (including overhangs) can encroach into an easement

**Applying for a permit:** (Submit 2 sets of building plans for review and approval.)

- Complete the “*Sample Site Plan*” showing all required information
- Fill out all of the applicable information on the “*Attached Additions*” form or submit detailed, scaled plans
- Present all completed plans to the Building Department located at 1225 6<sup>th</sup> Ave. for review
- Upon completion of the review, you will be notified by phone to secure your permit

### **Foundation/Basement Plan:**

- Indicate foundation type (for example: spread footings, trenched footing, post or pier footings)
- All footing sizes and locations (including porches and decks)
- Posts and beams: location, materials, sizes, hardware

### **Additional Information for Basement Plans (when applicable)**

- Partition walls and room dimensions: stud sizes and spacing
- Room dimensions. Label all rooms
- Window and door locations and sizes
- Furnace, water heater, electrical panel, and sump pit locations

**First Floor Plan:** (Include existing rooms adjacent to additions.)

- Room sizes and overall dimensions. Label rooms
- Window and door locations and sizes
- Bathroom fixture and kitchen cabinet layouts
- Beam and header sizes and materials. Indicate any bearing walls

**Second Floor Plan:** When applicable, same as first floor

**Wall Cross Section Drawing:** (include size, material, spacing)

- Footing, foundation, reinforcing, tile, gravel, final grade level.
- Treated sill plate, floor joist, box joist, floor sheathing
- Wall framing, ceiling heights, wall sheathing, headers
- Weather barrier, siding, vapor barrier
- Insulation values: basement walls, framed walls, ceiling
- Ceiling joist, rafters, trusses, roof sheathing
- Eave ice barrier, roof felt underlayment, type of roof covering, soffit fascia, attic vents
- Siding and exterior finishes

**Stair Cross Section:** (When applicable)

- Rise, run, headroom, handrail height, guard spacing, and stair width

**Exterior Elevations:**

- Show final grade. The building addition should not alter the drainage of the property or direct additional water onto a neighbor
- Windows and doors
- Porches, decks, landings at doors

**Additional permits required:**

- Separate electrical, mechanical, and plumbing permits are required for any work performed.
  - State licensed contractors are to perform the work and obtain the necessary permits
  - A single family dwelling owner can perform the electrical, mechanical, and plumbing work by obtaining proper permits

**Smoke Alarm requirements:**

- Smoke Alarms are required to be brought up to code when constructing additions, see Smoke Alarm handout attached to this document.

**Inspections required:**

- Footings – after all excavation is complete and forms are set and before concrete is poured
- Rough electrical, mechanical, plumbing, and lastly, rough framing before insulating and covering walls
- Final grade inspection prior to seed or sod
- Final inspection – after all work is completed and prior to use the permit holder should contact the Marion Building Department and arrange a final inspection. Once approved, a **Certificate of Occupancy** will be issued by the Building Department

# ATTACHED ADDITION

Size of new building: \_\_\_\_\_ X \_\_\_\_\_

Roof covering: \_\_\_\_\_

Roof pitch: \_\_\_\_\_" in 12".

Eave ice protection: Required to a point 24" inside the exterior wall.

Roof underlayment: Minimum 15# asphalt felt underlay.

Roof sheathing: \_\_\_\_\_" plywood or OSB.

Roof framing: (check one below)

- Trusses \_\_\_\_\_' on center
- Rafters – 2" X \_\_\_\_\_" on \_\_\_\_\_" center
- Joists – \_\_\_\_\_" X \_\_\_\_\_" on \_\_\_\_\_" center

Walls: 2" X \_\_\_\_\_" X \_\_\_\_\_' studs on \_\_\_\_\_" center  
 Double 2" X \_\_\_\_\_" top plate  
 Bottom plate 2" X \_\_\_\_\_" pressure treated

Wall sheathing: \_\_\_\_\_" plywood or OSB

Headers: Double 2" X \_\_\_\_\_" over windows/doors

Weather barrier: \_\_\_\_\_

Siding: \_\_\_\_\_  
 Minimum 6" clearance to untreated wood from grade.

Anchor bolts: 1/2" dia. bolts with nut and washer, max. 6' on center and within 12" of corners and ends, min. 2 bolts

Footing type: **A B C**

If footing type "B" or "C", answer the following:

Number of footings: \_\_\_\_\_

Beam size: \_\_\_\_\_ Number of beams: \_\_\_\_\_

Beam span: \_\_\_\_\_ Joist size: \_\_\_\_\_

Joist span: \_\_\_\_\_

