

**THIS IS NOT A CONSTRUCTION PERMIT
DO NOT START CONSTRUCTION UNTIL PERMIT IS ISSUED**



City of Lincoln

**Residential Construction Permit
Application**

Residential Permit Application

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DO NOT START CONSTRUCTION**

RESIDENTIAL BUILDING PERMIT

If you are constructing a new single family structure, an addition or a renovation of a single family residential structure, you are required to complete all sections of the attached Residential Building Permit Application prior to start of commencing any work. Once completed, return the Application Package to the Building Department along with all drawings in accordance with IBC/IRC.

Unless there are unusual circumstances surrounding the application, completed applications submitted prior to 2:00PM Monday through Thursday should be approved and ready to pick up within 24 hours after submittal. Applications submitted after 2:00 PM on Thursday will be ready on the following Tuesday.

All permit fees will be due at the time you collect your permit. The total fees due upon collection of the permit will generally include all permit fees due from Building Inspection, Planning and Zoning, Engineering and Water Department.

The fees do not include Business License fees. A Business License can be obtained through the Revenue Department at City Hall.

If you have any questions, please do not hesitate to contact City Hall at 205-763-4005.

NOTE TO APPLICANT: Applications will not be processed until all required information is provided and applicant signs application. This permit becomes null and void if authorized work or construction has not begun within six (6) months of issuance of the permit, or if work is not completed within one (1) year.

Date of Application: _____

Project Street Address: _____

ZIP: _____

Parcel No.: _____

Project Name: _____

Owner/Tenant: _____

Phone: _____

Cell: _____

Address: _____

City: _____ State: ___ Zip: _____

Alabama Home Builder: _____

Phone: _____

Cell: _____

Address: _____

City: _____ State: ___ Zip: _____

City Lic. Number: _____ State Lic. Number: _____

Email Address: _____

Gross Job Cost: _____ *includes all labor & materials

Description of Work: _____

TO BE COMPLETED BY BUILDING INSPECTOR

Class of Work:

New () Addition () Alteration () Demo ()

Repair () Accessory () Storage ()

of Floors: _____ # of Bedrooms: _____

of Bathrooms: _____

Square Footage:

1st & 2nd Stories: Total Heated Area: _____ Total Unheated Area: _____

Basement: Total Heated Area: _____ Total Unheated Area: _____

Attached Garage: _____ Total SQ. FT. _____

Detached Garage: _____

Circle Occupancy Type: R-1 R-2 R-3 R-4

Occupancy Load: _____

Circle Construction Type IA IB IIA IIB IIIA IIIB IV VA VB

Foundation: Slab on Grade () Monolithic () Crawl Space ()

Sewer Service: City () Septic Tank ()

Water Service: City () Rural - please specify _____

FOR OFFICE USE ONLY

Residential Construction Permit

Applicant Name: _____ Master Permit # _____

Project Address: _____

Contact Phone Number: _____ Cell Number: _____

Contact Email: _____

Planning: **Fee: \$** _____

Zone: _____ Site Plan Reviewed: Yes () No () Date Approved: _____

Right-of-Way Permit Required: N/A () City () County () State ()

Comments: _____

Approved By: _____ Date: _____

Engineering: **Fee: \$** _____

*Flood Hazard: Yes () No () FFE: _____ (MSL) Basement: Yes () No ()

*If YES, requires FEMA Permit

Cut: Yes () No () Fill: Yes () No () Fill Amount: _____

Estimated Cost of Erosion Control: \$ _____

Comments: _____

Approved By: _____ Date: _____

Building Inspector: **Fee: \$** _____

Building: \$ _____ Electrical: \$ _____

Mechanical: \$ _____ Plumbing: \$ _____

Demolition: \$ _____ Pool: \$ _____

Comments: _____

Completed By: _____ Date: _____

Total Building Permit Fees: \$ _____

Water & Sewer Fees:

Water Impact Fee: \$ _____ Sewer Impact Fee: \$ _____

Water Tap Fee: \$ _____ Sewer Tap Fee: \$ _____

Water Road Bore: \$ _____ Sewer Road Bore: \$ _____

Irrigation Meter: \$ _____ Service Deposit: \$ _____

Service Charge \$ _____

Water Meter Charge: Meter Size _____ \$ _____

Other Fee: \$ _____

Comments: _____

Total Water & Sewer Fees: Fee: \$ _____



City of Lincoln – Building Department

It shall be unlawful and no person shall commence construction of any commercial building or residential building, within the City of Lincoln without first obtaining a building permit from the City of Lincoln prior to beginning any part of the construction.

All contractors, subcontractors and others performing work or services in the city shall purchase a business license prior to beginning any work.

Section VII Permit Request and Job Site Requirements

The following requirements shall be adhered to prior to beginning any work:

Permit request requirements, to be submitted to the Code Enforcement Officer or their designee:

1. A completed City of Lincoln permit application.
2. The required number of complete building plans: residential one (1); commercial three (3).
3. A copy of the plat or site plan indicating the proposed location of the structure to be built on the site.
4. Approval from the county health department for an approved septic tank and field lines if the structure is to be in an area in which public sewer is not available unless the structure will not require a septic tank and filed lines.
5. All curb cuts require approval by the Code Enforcement Officer prior to the work being performed. All curb cuts along any State right-of-way require a permit from the Alabama Department of Transportation (ALDOT).

Job site requirements:

1. The building permit shall be displayed in a prominent place on the building site.
2. Toilet facilities for workers, employees, subcontractors and others is required to be placed on site at the beginning of construction unless such facilities are otherwise available.
3. A complete list of all contractors, subcontractors, suppliers or others that will be providing labor, contract services or materials to the job site must be provided to the Code Enforcement Officer, to include the complete name, business name, address, phone number and contract amount within 15 days of the permit issuance or 3 days from hiring, whichever first occurs.
4. Road cuts for utilities of any type are prohibited. Application for waiver may be made to the Code Enforcement Officer. Any waiver requires a bond from a sufficient surety to guarantee repair to any roads or other City property damaged by the road cut.
5. Spillage on the public roadway of materials shall be removed immediately and may be subject to an assessment for hazard materials clean up and removal by City employees.
6. Trash bins, dumpsters, receptacles and similar storage units for trash and garbage shall be located in a suitable and safe location and shall be of sufficient size for trash and garbage that will likely be generated by the project. Location of such trash bins on the streets is prohibited.
7. Mud, dirt or gravel shall not be tracked onto the public roadway from the site.
8. In no event shall the project create a drainage problem for the adjacent land owners. A certified engineer's drainage plan may be required. All surface water runoff and control of silt from the worksite shall be maintained by the contractor.
9. Work sites are to be kept in an orderly and clean manner.



City of Lincoln – Building Department

All work shall comply with 2009 International Residential Code

City of Lincoln Inspections:

Site Preparation Inspection

Property lines are identified, House is laid out, portalet and dumpster are on site

Foundation/footing Inspection

Trenches are dug, clean and rebar is completely installed.

Below Slab Inspection

DWV system has water within piping at 10 ft/head. System has been purged of all air and will hold for 15 minutes.

Slab Inspection

Poly and wire are in place

Temporary Power Inspection

Rough Plumbing Inspection

DWV system has water within piping to top of VTR. System has been purged of all air and will hold for 15 minutes. Water piping is complete and pressurized with operating water pressure or air with not less than 50 psi.

Rough Mechanical Inspection

Rough Electrical Inspection

Framing Inspection

Insulation Inspection

Permanent Power Inspection

All subcontractors must have city business license prior to release of power

Final Inspection

Under no circumstances will a new building be occupied without a Certificate of Occupancy

Subcontractors Schedule

Date: _____

Permit Number _____

A complete copy of this schedule must be presented to the Building Department within 15 days of the issuance of the Building Permit. Should the builder add any subcontractor to the project, the builder will submit the subcontractor's name and all required information to the City Building Department within three (3) working days of hiring. It is the home builder's responsibility to notify the Building Department of any changes from the original schedule.

ALL SUBCONTRACTORS MUST HAVE A CITY OF LINCOLN BUSINESS LICENSE BEFORE WORK IS TO COMMENCE

Completed by Applicant					Completed by Building Inspector		
Type of Sub-Contractor	Cost/Value of Work	Name	Address	Phone No.	City Lic. No.	Permit No.	INSPECTIONS
SITE/PREP EXCAVATION	\$					**	SITE PREP
FOOTINGS	\$						
CONCRETE	\$						FOUNDATION/FOOTING
SEPTIC TANK	\$						
BLOCK/BRICK	\$						BELOW SLAB
OTHER MASONRY	\$						
EIFS	\$						SLAB
FRAMING	\$						
TRIM WORK	\$						TEMP POWER
ELECTRICAL	\$				*	**	
PLUMBING	\$				*	**	ROUGH PLUMBING
GAS	\$				*	**	
HVAC	\$				*	**	
ROOFING	\$						ROUGH HVAC
SHEETROCK/DRYWALL	\$						
INSULATION	\$						
CABINETS	\$						ROUGH ELECTRICAL
CERAMIC/NATURAL TILE	\$						
PAINT/WALLPAPER	\$						
GLASS	\$						FRAMING
FLOORCOVERING (ALL)	\$						
LANDSCAPING	\$						INSULATION
GARAGE DOOR	\$						
ALARM SYSTEM	\$				*	**	PERM POWER
SIDING/GUTTERS	\$						
WATERPROOFING	\$						
PEST CONTROL	\$				*		FINAL
OTHER	\$						

* Requires State License

**Requires City Issued Permit