

CITY OF WEATHERBY LAKE
GUIDELINES

**FOR CONSTRUCTION
IN THE
CITY OF WEATHERBY LAKE, MISSOURI**

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PREFACE

This document has been prepared to provide guidelines for construction in the City of Weatherby Lake and assist the public, homeowners, and building contractors with obtaining a building permit.

A building permit must be obtained prior to the beginning of any construction of new houses, remodeling, alteration or additions to existing structures.

All construction must meet the ZONING ORDINANCE and CONSTRUCTION CODES as set forth in City Ordinance #498, City Ordinance #714, revised November 20, 2001 and October 19, 2004. (The public is welcome to view all of the published regulations and ordinances for details.)

The information contained herein lists some of the important zoning regulations and procedures for obtaining building permits, and outlines the requirements for inspections, easement regulations, building fee schedules, utilities placement and other items of interest to anyone contemplating construction within the City.

The City of Weatherby Lake has adopted specific building codes, (listed on page one) that provide the minimum requirements to safeguard life or limb, health and public welfare and to protect property as it relates to these safeguards by regulating and controlling design, construction, prefabrication of equipment or appliances, installation, quality of materials, use, and occupancy, location and repair of detached one family dwellings.

We are pleased that you have an interest in building in the City of Weatherby Lake and hope this document will be of assistance to you. If you have any questions do not hesitate to ask.

WEATHERBY LAKE PLANNING COMMISSION

MAYOR
Patrick Botbyl

Code Enforcement Officer
George Lowman
Plans Review Chairman
Bert Woods

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CHAPTER ONE

BUILDING REGULATIONS

BUILDING REGULATIONS

1.1 BUILDING CODES

The City of Weatherby Lake has adopted the following Codes with amendments as set forth within the General Ordinance of the City of Weatherby Lake.

- A. 2009 International Residential Code (IRC)
- B. National Electrical Code 2008
- C. IRC Swimming Pool, Spa and Hot Tub Code 2009 (Appendix "G")
- D. IRC Plumbing, Mechanical and Fuel Gas Code 2009

1.2 MINIMUM LOT SIZE

- A. No building shall be erected or constructed or moved onto a lot which contains less than 15,000 square feet required for a building permit.
- B. Not lot shall be reduced or diminished below the 15,000 square feet required for a building permit or smaller than prescribed by this Zoning Code. Lots may be combined in part with adjacent lots to bring setback areas and footage requirements into conformance with the requirements of the Zoning Code, providing the part of property being added is the same dimension in length or width of the lot requiring the addition.
- C. No lot shall be used as a public driveway nor as a means of access to the street or road for other than the purpose of traveling to or from said lot.

1.3 SETBACK REQUIREMENTS

All front yards shall have a maximum depth of one-third of the depth of the lot with a minimum depth of fifty (50) feet. The REAR yards shall have a minimum depth of forty (40) feet. SIDE yards shall have a minimum width of ten (10) feet. In addition, there shall be a minimum width of twenty (20) feet at the closest point between principally residential structures constructed on adjoining lots. On corner lots, a SIDE yard on the street side of the corner lot shall have a minimum depth of twenty-five (25) feet.

[Lots with extensive depths may extend the front yard setback to one third of the depth of the lot if adjacent houses are at the same depth.]

ALL MEASUREMENTS FOR SETBACKS ARE TAKEN FROM THE MOST EXTERIOR POINT OF THE STRUCTURE. IE., OVERHANG OF STRUCTURE, DECK AND/OR EXTERNAL STAIRS TO EXISTING LOT LINE BOUNDARY.

Note: In addition to the requirements set forth in Subsection 1.3, the front yard setback lines for all newly constructed residences shall be in conformity

with the setback lines for residences located on adjacent adjoining properties, if the subject properties meet the current setback requirements.

1.4 HEIGHT REGULATIONS

No building or structure shall exceed three stories or thirty-five (35) feet in height, measured from the street side. Measurement shall be taken from the highest point of the foundation.

1.5 MINIMUM RESIDENCE SIZE

The total structural footprint must be at least 1600 square feet .The minimum finished living area shall be sixteen hundred (1,600) square feet on any one level or a minimum of sixteen hundred (1,600) square feet of finished living area on any series of levels which do not overlap one another. The basement level shall be defined as a level, which has more than twenty-five percent (25%) of the outer wall area below the main level of the surrounding ground. Garages are not considered as living area.

1.6 BASEMENT AND EARTH CONTACT HOMES

No Basement or Earth Contact Homes are allowed.

1.7 MOBILE HOMES, MANUFACTURED HOMES, MODULE HOMES AND GEODESIC HOMES

No Mobile Homes, Manufactured Homes, Module Homes and Geodesic Homes are allowed.

(A **Manufactured home** means a structure transportable in one or more sections, which in the travel mode is eight (8) body feet or more in width or forty (40) body feet in length or when erected on site is 320 square feet or more which is built on a permanent chassis designed to be a swelling with or without permanent foundation.) IRC AE201 [City Code 405.160]

1.8 DEMOLITION OF BUILDINGS

Demolition of existing buildings requires a demolition permit. All Debris from the building site must be hauled away to a land fill. No part of the building including the basement can be buried on the lot.

NOTICE: The disposal of demolition waste is regulated by the Department of Natural Resources under Chapter 260 RSMo. Such waste, in types and quantities established by the department, shall be taken to a demolition land fill or a sanitary land fill for disposal. The law, Section 260.210.6 RSMo, 1986 Supp. 1990 also requires persons engaged in building construction, modification or demolition to maintain records of sites used for disposal. These records are to be maintained by the contractor for a period of one (1) year and available upon request to Missouri Department of Natural Resources personnel.

CHAPTER TWO

BUILDING PERMITS

2.1 PERMIT REGULATIONS

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move demolish or change the occupancy of a building or structure, or erect, install, enlarge, reconstruct decks or driveways, or alter repair, remove, convert or replace an electrical, gas, mechanical or plumbing systems, the installation of which is regulated by this code or cause any such work to be done, shall first make application to the building official and obtain the required permit.

2.2 EXPIRATION

Every permit issued by the Codes Enforcement Officer under the provisions of this Code shall expire at eighteen (18) months and become null void if the building or work authorized by such permit is not commenced with six (6) months from the issue date of the permit or if the building or work authorized by such permit is suspended or abandoned for a period of six (6) months or more after the work has commenced. Before such work can be commenced or resumed, a permit extension or renewal shall be obtained.

2.3 PERMIT EXTENSION

A permittee holding an unexpired permit may apply for a one time six (6) month extension provided the permittee can show good and satisfactory reasons, beyond control, that the work cannot be completed within the eighteen (18) month period from the original permit issue date. An additional fee equal to one-half (1/2) the original permit fee will be charged.

2.4 PERMIT RENEWAL

A permittee holding an expired permit for which the applied work is not complete shall be required to apply for a new permit at the cost of one percent (1%) valuation of the job.

2.5 PERMIT ISSUANCE

No permit shall be issued until the applicant has furnished the Office of the City Clerk the following required documents required for a Building permit.
NOTE: Building Permits must be taken out by the Contractor or Builder.

2.6 PERMIT DOCUMENTS REQUIRED

A. **BUILDING PERMIT APPLICATION:** The completion of a Building Permit Application, listing the location of the lot to be built upon, the registered owner and the builder/contractor, with telephone numbers, the scope of the work to be performed, all setbacks to code, the size of the project and the **valuation** and signed by both the builder/contractor and the owner. Accuracy and completeness could affect the time required to process the application through the Plans Review Committee.

- B. CONSTRUCTION DOCUMENTS:** Submittal documents shall consist of construction documents and other data. Two (2) complete sets of Construction Documents, 18"x24"sealed and drawn to scale, by a Missouri registered Design Professional and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the code and relevant laws, ordinances, rules and regulations, as determined by the Zoning Enforcement Officer. One (1) set of the Construction Documents will be returned, stamped "Reviewed for code compliance" and shall be available on the job site at all times.

NOTE: The Zoning Enforcement officer is authorized to waive or modify the requirements for Construction Documents for remodeling or repair projects. IRC. R106.1.1

- C. PLOT PLANS:** The construction documents submitted with the application for building permit shall be accompanied by two (2) sets of pre-construction stake plot plans sealed by Missouri registered land surveyor, drawn to scale on suitable material (minimum 18"x24"). The plot plan must show the proposed building as staked with setbacks from property lines, to the roof overhang of the building, including external stairs or decks proposed to be built, easements and platted building lines. In addition the plot plan shall have five (5') foot contours-existing and proposed, top of foundation wall elevation, first floor elevation and show the proposed temporary gravel driveway with $\frac{3}{4}$ " rock minimum and required erosion control measures to be built.

NOTE: The Zoning Enforcement Officer is authorized to waive or modify the requirements for plot plans for remodeling or repair projects when warranted. IRC R106.2

- D. LIST OF MATERIALS:** Completion of building material list that will be used to complete the structure if a new house or a list of materials and components for a remodel or renovation.
- E. EROSION CONTROL PLAN:** An Erosion Control Plan shall be submitted in compliance with Weatherby Lake City Code, Section 500.060. For New House Construction, it is recommended that the erosion control plan be shown on the plot plan. It is the responsibility of the property owner, contractor and/or builder to insure that silt does not migrate on to adjoining property' or on to city streets or city easements. Ref. Chapter Eight (8) for Erosion Control for procedures.
- F. UTILITY EASEMENT:** A utility easement form shall be submitted in compliance with Weatherby Lake City Code, this form shall be obtained from the City Clerk and signed by the property owner and notarized by the City Clerk. This can be done at the time of receiving the building permit.

NOTE: This form is only required for new homes.

G. APPROVAL OF CONSTRUCTION DOCUMENTS: When the Codes Enforcement Officer issues a building permit-the construction documents shall be approved with a stamp that states “REVIEWED FOR CODE COMPLIANCE”. One set of reviewed construction documents shall be retained by the Codes Enforcement Officer. The other set shall be returned to the applicant and shall be open to inspection by the Codes Enforcement Officer and his/her authorized agent. (IRC R106.3.1)

H. WAIVER FOR SEALED CONSTRUCTION DOCUMENTS: The Codes Enforcement Officer is authorized to waive the requirement for construction documents to be prepared by a registered design professional for remodeling and/or alteration or repair projects provided the remodeling, alteration or repairs do not entail changes to the foundation or basic building supporting structure and/or load bearing wall of the house being remodeled, altered or repaired.

2.7 AMENDING CONSTRUCTION DOCUMENTS

Work shall be installed in accordance with the approved construction documents and any changes made during construction that are not in compliance with approved construction documents shall be resubmitted for approval as an amended set of construction documents

NOTE: Proceeding with work on any changes or modifications prior to submitting the appropriate amended documents may result in stoppage until the proper amended document is submitted.

2.8 TIME REQUIRED FOR ISSUING PERMITS

A minimum of **five days** is required for processing all permit applications. (Weekends and holidays are excluded.) The permit and supporting documents shall be presented to the Plans Review Committee for review and compliance. If the Plans Review Committee finds that the application is complete, all documents as required and in compliance with the code. All documents will be returned from the Zoning Enforcement Officer with the application stamped “APPROVED” and the construction documents stamped “REVIEWED FOR CODE COMPLIANCE”.

2.9 POSTING PERMIT

The building permit **MUST BE POSTED** at the building **SITE** in clear view and protected from the weather at all times until the project is completed or for new houses, the issuance of a Certificate of Occupancy.

2.10 SUSPENSION OR REVOCATION OF PERMITS

The Zoning Enforcement officer is authorized to **SUSPEND** or **REVOKE** a permit or approval issued under the provisions of the **CODE** in the case of an **FALSE STATEMENT** or **MISREPRESENTATION** of fact in the application or the plans on which the permit or approval was based.

2.11 WORK EXEMPT FROM PERMIT

A. ORDINARY REPAIRS AND GENERAL MAINTENANCE

Ordinary repairs and general maintenance, i.e. replacing broken windows, painting, tiling, carpeting and similar finish work. The repairing of appliances, plumbing and electrical fixtures, where no basic structure is changed or electrical wiring, gas, mechanical vents or plumbing system relocation, added to or altered.

B. RETAINING WALLS

Walls not over four (4) feet measured from bottom of footing to top of wall unless supporting a surcharge, ie., retaining walls for a driveway into a basement garage.

All retaining walls over four (4) feet require a building permit from the City of Weatherby Lake.

Note: Replacement or repair of seawalls should be coordinated with the Weatherby Lake Improvement Company.

2.11

STOP WORK ORDERS

Any work on any building, structure, electrical, gas, mechanical or plumbing system that is being done contrary to the provisions of the code or without a PERMIT, shall be subject to a STOP WORK ORDER. Such notice shall be in writing and will state the specific violation, and all work will stop until approval to resume work is received from the CODES ENFORCEMENT OFFICER.

2.12 VIOLATIONS AND PENALTIES

Failure to obtain a building permit or starting work before a permit is issued is a violation of Weatherby Lake Codes and may result in a fine for each day of violation. Violation of this City Code is a misdemeanor punishable by a fine of up to Five Hundred Dollars (\$500) per day for each day the violation occurs. Any one served with an order to remove such violation and shall fail to comply with said order within Ten (10) days shall also be subject of Civil penalty of Two Hundred and Fifty Dollars (\$250).

CHAPTER THREE
BUILDING PERMIT FEES

3.1 NEW HOUSE CONSTRUCTION FEE
One Percent (1%) of valuation based on construction contract for all livable square footage, basement square footage finished/unfinished and garage square footage.

3.2 ADDITIONS, REMODELS AND ALTERATIONS PERMIT FEE
One percent (1%) of valuation based upon construction contract for all materials and labor costs substantiated by documentation. One Hundred dollar (\$100) minimum charge.
(See Section Four for Bond Schedule)

Note: The Plans Review Committee will estimate the cost if the applicant does not present documentation substantiating the valuation.

3.3 DECKS, PATIOS, SUNROOMS, PORCHES, SWIMMING POOLS, GARAGES, SPA'S, DRIVEWAYS, HOT TUBS, GAZEBOS AND ACCESSORY BUILDINGS PERMIT FEE
One percent (1%) of valuation based upon construction contract for all materials and labor costs substantiated by documentation. Twenty-five Dollar (\$25.00) minimum charge.
(See Section Four for Bond Schedule)

NOTE: The Plans Review Committee will estimate the cost if the applicant does not present documentation substantiating valuation.

3.4 GENERAL PERMIT FEES

ELECTRICAL PERMIT	50.00
PLUMBING PERMIT	50.00
WATER SERVICE CONNECTION	Short Side 2,000.00 Long Side 2,700.00
SEWER CONNECTION & INSTALLATION (Grinder Pump 2012) fee increases \$100 per year	7,577.00
(Gravity Line 2012) fee increases \$100 per year	3,950.00

SPRINKLER SYSTEM PLUMBING PERMIT	50.00
EROSION CONTROL PERMIT	100.00
DEMOLISH &/OR REMOVAL PERMIT	100.00
COMPLETION BOND (NEW CONSTRUCTION)	1,500.00

The contractor or builder, prior to start of construction, shall secure a completion bond of \$1,500.00. One thousand Dollars (\$1,000.00) of the Completion Bond will be placed in an escrow account and will be returned when a final inspection reveals all requirements have been met according to the Weatherby Lake "Zoning Ordinance and Building Code"

Other Inspection Fees:

1. Additional plan review required by changes, additions or revisions to plans. (Minimum charge-1/2 hour) **\$40.00**
2. For the use of outside consultants for plan checking or inspections or possibly both. Actual billed costs to the City will be charged.

CHAPTER FOUR

CONSTRUCTION COMPLETION BONDS

4.1 GENERAL INFORMATION

As of OCTOBER 1, 2000 the City of Weatherby Lake has initiated a program requiring that any builder or contractor securing a building permit for Construction, Building or Remodeling in the City of Weatherby Lake to obtain a **Building Completion Bond** prior to starting any work in the City Of Weatherby Lake.

4.2 BOND SCHEDULE

A. New House Construction

A completion bond of One Thousand Five Hundred Dollars (\$1500.00) will be required. One Thousand Dollars (\$1000.00) of the completion bond will be placed in an escrow account and will be returned when a final inspection reveals that all requirements have been met according to the City of Weatherby Lake Zoning Ordinance and Building Code.

B. Additions, Remodels, Alterations, Decks, Patios, Sunrooms, Porches, Lawn Sprinkler Systems, Swimming Pools, Garages, Spas, Driveways, Hot Tubs, Gazebos and Accessory Buildings.

The amount of the bond is based on the following formula:

\$0 to \$20,000 - Bond \$300 of which \$250 will be placed into Escrow to be returned following final inspection

\$20,001 to \$50,000 - Bond \$500 of which \$400 will be placed into Escrow to be returned following final inspection.

\$50,001 to \$100,000 - Bond \$1,000 of which \$750 will be placed into Escrow to be returned following final inspection.

Over \$100,001 - Bond \$1,500 of which \$1,000 will be placed into Escrow to be returned following final inspection.

CHAPTER FIVE
BUILDING INSPECTIONS

5.1 REGULATIONS

- A. GENERAL:** Construction of work for which a permit is required shall be subject to inspections by the Codes Enforcement Officer or his delegate and such construction or works shall remain accessible and exposed for inspection purposes until approved.
- B. PRELIMINARY INSPECTION:** Before issuing a permit the Codes Enforcement Officer or his delegate is authorized to examine the Structure or site for which an application has been filed.
- C. INSPECTION REQUEST:** It is the responsibility of the applicant or contractor/builder to request an inspection. Twenty four (24) hours notice prior to the appointment either in person or by telephone to the City Clerk (816-741-5545).

NOTE: It is advantageous to the contractor/builder or owner or designated English speaking representative be on site during the inspection.

- D. INSPECTION RECORD CARD:** An inspection record card will be issued with each permit and shall be available at the construction site for ready access by the Zoning Enforcement Officer. The card will indicate the specific phase in the construction project where inspections are required. The card with all required inspections signed off shall be returned to the City Clerk.

NOTE: The refundable part of the construction bond will not be returned until the card is returned to the City Clerk.

- E. REQUEST FOR INSPECTIONS:** Requests for inspections during normal business hours shall be charged at the rate of \$40.00 per hour with a minimum charge of \$40.00. All inspections outside normal business hours shall be charged at a rate of \$60.00 per hour with a minimum of two (2) hours.

NOTE: Normal business hours are Monday through Friday 8 a.m. – 2 p.m., except for City recognized holidays.

- F. RE-INSPECTIONS:** Requests for re-inspections due to incomplete work or code violations during normal business hours shall be charged at the rate of \$40.00 per hour. All inspections outside normal business hours shall be charge at the rate of \$60.00 per hour with a minimum of two (2) hours.

NOTE: Normal business hours are Monday through Friday 8 a.m. – 2 p.m., except for City recognized holidays.

NOTE: Re-inspection fee shall be deducted from the returnable part of the completion bond.

- G. SPECIAL INSPECTIONS:** Special inspections or third party inspections, may be requested at the discretion of the Zoning Enforcement Officer when the regular inspections are not adequate to cover the situation that exists.

5.2 REQUIRED INSPECTIONS

- A. STAKING AND EROSION CONTROL:** Inspection shall be made after all staking is in place prior to excavation and after all erosion control measures are in place.
- B. FOOTING:** Inspection shall be made after all forms and reinforcement steel is in place and before concrete is placed. Third party inspections are allowed and may be required.
- C. FOUNDATION:** Inspection shall be made after all forms and reinforcement steel is in place and before concrete is placed. Third party inspections are allowed and may be required.
- D. UNDERGROUND ROUGH PLUMBING:** All underground or under slab plumbing shall be inspected prior to covering.
- E. FRAMING INSPECTION:** Building framing inspection shall be conducted after all framing is complete and before covering with insulation or drywall.
- F. EXTERIOR WATER BARRIER AND WINDOW FLASHING:** Inspection shall be conducted after all exterior water barrier covering and window/door flashing has been installed.
- G. TOP ROUGH PLUMBING INSPECTION:** All rough plumbing must be inspected when drain/waste/vents and water piping are roughed in and before covering with insulation or drywall.
- H. ELECTRICAL ROUGH INSPECTION:** The electrical wiring shall be inspected after all wiring, boxes and recessed fixtures are installed and before covering with insulation or dry wall. Boxes shall be made up and home runs shall be extended to the main breaker panel.
- I. MECHANICAL ROUGH INSPECTION:** Inspection of the mechanical system is conducted after all ducts, pipes and vents are installed.

- J. **WALLBOARD:** Inspection will be completed after all dry wall is installed prior to taping. Tile shower wall shall be inspected at this time for being in compliance with IRC R702.4.2.
- K. **GAS LINE INSPECTION:** All gas piping on the building side of the gas meter shall be inspected after all piping is installed and before covering with insulation or drywall. The Zoning Enforcement Officer shall approve a ten (10) PSI test or a six (6") inch mercury test.

NOTE: The Missouri Gas Energy (MGE) will not install a meter until this inspection is passed and cleared by the City of Weatherby Zoning Enforcement Officer or his/her delegate.

5.3 FINAL OR OCCUPANCY INSPECTION

A final or occupancy inspection will be conducted after all construction and work is completed and all required inspections on the inspection card are sign.

NOTE: The returnable part of the Completion Bond will not be returned until the inspection card is returned to the City of Weatherby Lake city clerk indicating that the final inspection has been completed.

5.4 OCCUPANCY

No newly constructed house or remodeled house that has been vacated for remodeling shall be occupied until the Codes Enforcement Officer or his delegate has signed the final inspection card and has issued a Certificate of Occupancy.

NOTE: Occupancy or use of a building **WITHOUT** this Certificate is a violation of the City of Weatherby Lake Ordinance.

5.5 CERTIFICATE OF OCCUPANCY

After the Codes Enforcement Officer conducts a final inspection of the building or structure and finds no violations of the adopted code or other ordinances a certificate of occupancy shall be issued.

5.6 TEMPORARY CERTIFICATE OF OCCUPANCY

Notwithstanding the provision of City of Weatherby Lake Municipal Code 405.350, the Codes Enforcement Officer is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the permit, provided that such portion or portions shall be occupied safely. The temporary certificate of occupancy is valid for thirty (30) days unless approved for a thirty (30) day extension. Except for seasonal work no temporary certificate of occupancy shall be extended for more than ninety (90) days.

NOTE: Prior to issuance of a temporary certificate of occupancy, a non-refundable fee of \$45.00 must be paid along with any other applicable fees associated with determining building compliance for temporary occupancy. At the end of the thirty (30) day period the Zoning Enforcement Officer will

conduct a final inspection and if all work is completed and in compliance with the building codes, a Certificate of Occupancy will be issued.

CHAPTER SIX

UTILITIES

6.1 GENERAL INFORMATION

For engineering information concerning installation of all utilities, contact the City of Weatherby Lake Public Works Director at 816-741-5545.

6.2 GAS SERVICE

A. NEW CONSTRUCTION

Builder shall make arrangements for gas service with MGE Gas Service Company. MGE will not schedule gas hook up until a **Gas Line Leak Test** is approved by the City of Weatherby Lake Codes Enforcement Officer.

B. REMODELING OR REPLACEMENT

A no charge permit is available for installation or replacement of a main entrance gas line installed by the Gas Company, however, a plumbing permit is required for changing, replacing or altering any existing interior gas lines.

NOTE: The CITY OF WEATHERBY LAKE Codes Enforcement officer must conduct a **Gas Line Leak Test** when any gas line work is accomplished.

6.2 ELECTRICAL SERVICE

Builder shall make arrangements for electrical service with the Kansas City Power & Light Company (KCP&L). Underground service only for all new homes and remodeling which affects the existing service connecting panel.

6.3 TELEPHONE AND CABLE TV SERVICE

Builder or Homeowner shall make arrangements for Telephone and Cable TV Installation.

UNDERGROUND SERVICE ONLY FOR ALL TELEPHONE AND CABLE TV LINES NEW OR REPLACED LINES. (Ref. City Code 410.380)

6.4 WATER SERVICE (Ref. City Code 500.010 & 700.020)

Builder contacts Weatherby Lake Water Department for meter installation. The Water Department requires two weeks notice before service is needed. The service line from the house to the property line is the responsibility of the builder. The service line from the house, with a shut-off valve and pressure regulator valve shall be installed within the house structure, and should be installed prior to application for water turn on service.

The current installation cost for water service within the corporate limits of Weatherby Lake is \$2000.00 for a short side or \$2700.00 for a long side. This includes a tap-on fee, a turn-on fee and a meter fee. The meter fee may be refunded when notice of discontinued service is received. This fee is the

total ONLY if a water main is in operation on the street of the anticipated building site. The existence of water main availability and city main extension policy should be confirmed by contacting the CITY OF WEATHERBY LAKE PUBLIC WORKS DEPARTMENT prior to application for a building permit.

6.5 PRESSURE SEWER SYSTEM

The majority of the Weatherby Lake Sewer System is serviced by a pressure system, with a grinder pump installed at each residence. The City installs and maintains the GRINDER PUMPS; however, it is the responsibility of the builder to install a SEWER line from the house outside off foundation. This line must be a minimum of four (4) feet in length; however, it may be longer. In order to assure correct depth of the pump and lines, the lot must be to final grade before pump is set. A three- week notice is required by the City to complete the installation of the pump.

Prior to installing the GRINDER PUMP control circuit breaker (20 AMP), and electrical wiring to the outside of the house; call (816)741-5545 for the WEATHERBY LAKE PUBLIC WORKS DEPARTMENT to COORDINATE INSTALLATION OF THE EXTERIOR ELECTRICAL CONTROL BOX and wiring for the pump. The public works electrician will install locks on the outside electrical box with the switches in the "off" position. Builders will call the above number after water has been turned on to have the City put the pump into operation, at which time the switches will be placed in the "on" position.

6.6 PRESSURE SEWER SYSTEM FEE

Fees must be paid and a utility easement turned in at City Hall before any work can be started. The current fee for sewer equipment is the total ONLY if the sewer line is in operation in the street of the anticipated building site. The availability of a sewer line should be confirmed by contact with the City PUBLIC WORKS DEPT prior to the application for a building permit.

6.7 PRESSURE SEWAGE SYSTEMS: EASEMENT

At the time the building Permit is issued, the owner of record shall supply the legal description of the property to the City and sign a blanket 10-Foot Wide Easement to the City for the purpose of maintenance of the grinder pump. A special form for this is available at the City Hall upon application for a Building Permit.

6.8 GRAVITY SEWER SYSTEM

There are a number of lots in the City of Weatherby Lake that are served by gravity sewer system. Contact the Weatherby Lake Public Works Department to identify these lots.

NOTE: Gravity sewer lines from the house to the main sewer line are the responsibility of the builder or home owner, therefore a Sewer Line Easement is NOT required

CHAPTER SEVEN

CITY STREETS AND ROADS

7.1 GENERAL INFORMATION

For engineering information concerning streets, roads and driveways in the City of Weatherby Lake, contact the Director of Public Works.

7.2 PLATTED STREETS

Platted streets must be improved before the City will accept them.

7.3 STREET CUTS FOR UTILITIES

No street cuts to be done without prior notification and issuance of a permit from the City of Weatherby Lake Public Works Department. An inspection is required prior to concrete and pavement placement. Initial saw cuts are to be for depth. Secondary saw cuts are to provide shoulder for concrete cap. All excess materials and debris are to be removed from site by contractor. Concrete must cure for minimum of five (5) days prior to placement of asphalt or concrete patch. Steel plates are to be installed over concrete during curing period. Concrete and asphalt paving shall conform to City of Weatherby Lake standards and specifications.

7.4 DAMAGE TO CITY STREETS

Damage to city streets or right away by heavy trucks, i.e. concrete trucks, will be responsibility of the contractor or builder and any damage will be required to be corrected prior to the return of the construction bond.

7.5 CITY RIGHT OF AWAY AND EASEMENTS

No construction, paving or planting of trees or shrubs is allowed in any City right of way and easement areas without a permit from the CITY CODES ENFORCEMENT OFFICER.

7.6 TEMPORARY DRIVEWAY FOR NEW CONSTRUCTION

The City of Weatherby Lake requires all temporary driveways that will be utilized to access the building site during new construction and shall be covered with coarse $\frac{3}{4}$ " gravel to keep mud and dirt clear of city streets.

7.7 PERMANENT DRIVEWAY FOR NEW CONSTRUCTION

Prior to signing the final inspection card and prior to occupancy of all new or remodeled dwellings, the driveway **MUST BE COMPETED AND PAVED** with concrete. The driveway should be crowned or graded in such manner that water will readily drain. A culvert not less than fifteen (15) inches in diameter must be properly installed to allow water flow under the driveway. (If there is drainage or any doubt as to the proper

**size and placement of culverts, contact the City of Weatherby Lake
Public Works Department.**

CHAPTER EIGHT

EROSION CONTROL AND GRADING

8.1 GENERAL INFORMATION

Prior to the start of any grading contact the City of Weatherby Lake Public Works Department for information concerning erosion control.

8.2 EROSION CONTROL REGULATIONS

The City of Weatherby Lake requires effective erosion control measures be in place any time when any natural vegetation over 150 square feet is disturbed for construction and/or landscaping. All soil and stormwater run-off facilities and measures shall be maintained in accordance with City of Weatherby Lake codes and ordinances. **NO INSPECTIONS WILL BE PERFORMED IF EFFECTIVE EROSION CONTROLS ARE NOT IN PLACE.**

8.3 EROSION CONTROL BUILDING PERMIT

An Erosion control/Building permit is required when any natural vegetation over 150 squared feet is disturbed for construction and/or landscaping. **IT IS THE RESPONSIBILITY OF THE OWNER OR BUILDER/CONTRACTOR TO OBTAIN THE EROSION CONTROL BUILDING PERMIT.**

Before an Erosion Control/Building permit is issued, the owner and/or builder/contractor shall meet with a Zoning Enforcement Officer to discuss how erosion control is to be installed.

City Code Section 500.060 in its entirety shall be enforced when any property to be graded or excavated when natural ground cover and any other erosion control is to be disturbed or removed. Sediment and water control devices shall be installed or barriers constructed to adequately contain sediment and water run-off within the confines of the property on which construction is taking place. Property defined as one (1) single family parcel.

All erosion control must be installed, inspected and approved before any excavation or land disturbance can take place.

As the project progresses, it may be necessary for additional erosion control or moving existing installations to insure the best possible erosion control. If erosion control is damaged or breached, it must be immediately repaired or replaced.

It is the responsibility of the owner/builder/contractor to install and maintain all erosion control devices for the entire duration of the project. This means that erosion control will be in place prior to any land disturbance and will remain in place until vegetation is well established after completion of the project.

The construction performance bond will be returned when the Codes Enforcement Officer approves, in conformance with this Code, all aspects of the project including grading, erosion control, removal of tree limbs, brush, stumps or other materials that may have been generated by the project.

8.4 EROSION CONTROL PROCEDURES

- A. EXCAVATION OF BUILDING SITE:** Locate the excavation stockpiles away from any down slope street, lake, wetland, ditch or drainage way. Immediately after stockpiling, place sediment barriers around the perimeter of the piles.
- B. BARRIERS AND DEVICES** will be constructed to adequately control water sediment run off from flowing on to adjacent properties, city streets, natural water drains or any property affected by the run off.
- C. Suggested methods to contain as a minimum precaution for controlling run off.** A barrier and/or device should be constructed using ground check dam sediment fence with the bottom flap trenched into the ground, sediment fence backed with compost blanket or other recognized devices or methods. Installation of all barriers and devices will be in accordance with approved methods. In some cases straw bales may be used. Check with the Zoning Enforcement Officer.
- D. A crushed rock area** will be provided for entrance/exit for delivery vehicles and parking during construction. This area will be of sufficient size and the rock of sufficient depth to prevent mud and dirt from being carried onto the City street.
- E. Repair and Maintenance of Erosion Control Devices:** It is the responsibility of the contractor/builder/owner to maintain and keep in place all erosion control devices from the time of excavation until the disturbed area has been covered with sod.
Each and every time an erosion control device is breached by construction equipment, delivery vehicles, utility installation, natural forces, etc. the contractor/builder/owner will be responsible to adequately restore the breached area before the end of that workday. All mud, dirt or other sediment tracked onto the City streets shall be scraped and deposited in a stable area. **DO NOT FLUSH SEDIMENT FROM STREETS WITH WATER.** Mud, dirt and sediment will not be allowed to be flushed down any storm drain, into any ditch or onto other property.

8.5 GRADING FOR NEW CONSTRUCTION (IRC R401.3)

Prior to final inspection, the property must be final graded and lawns to be covered with sod. Ditches paralleling the City's street in the construction area must be clear and useable. Any previously existing natural and/or man-made drains must be left unimpeded. Lots shall be graded to direct flow of water to existing ditches and not onto adjacent properties. Lots shall be graded to direct flow of water away from foundation wall. The grade shall fall a minimum of six (6) inches within the first ten (10) feet. Driveways within ten (10) feet of the building shall be sloped a minimum of two (2) percent away from the building, where lot lines, walls, slopes or other physical barriers prohibit six (6) inches of fall within ten (10) feet, drains or swells shall be constructed to insure drainage away for the structure.

CHAPTER NINE

FENCES AND RETAINING WALLS

9.1 GENERAL INFORMATION

- A. A building permit is required when a new fence or wall is installed, when an existing fence or wall is replaced, when an existing fence or wall is being replaced with a new fence or wall that is different size or a different design, or when more than fifty percent (50%) is replaced.
- B. A survey is required. The survey shall show property boundary lot lines, show where the new fence is to be located in relationship to the property lines or existing buildings.
- C. All fences shall be installed six (6) inches inside the boundary line. Fences may not be located or extended past the front corner of the residence and cannot be closer than fifteen (15) feet any street right of way. Privacy fences enclosing rear yards shall not extend past the rear corner of the house.

9.2 DESIGN STANDARDS

- A. No fence or wall over six (6) feet in height shall be erected on a residential lot.
- B. No fence, wall or hedge that obstructs the view of the lake from a neighboring lot will be allowed, regardless of height.
- C. No chain link or wire mesh fencing will be allowed in front yards or extend past the front corner of the house or any side yard.
- D. No electrified, razor wire, barbed wire, chicken wire or single/dual wire fences will be allowed.
- E. Materials allowed for construction of fences may be of wood, wrought iron or other standard fence building material. No solid wafer board, fabric or plywood will be allowed. Material for wall may be decorative stone, brick, keystone or concrete.
- F. All fences and walls shall be constructed with a finish surface facing outwards from the property. Any posts or support beams shall be inside the finished surface or designed to be an integral part of the finish surface. An alternative to the finished surface outward is an alternating slat configuration.
- G. Fences shall be maintained so that they do not constitute a blighting influence, nor an element leading to the progressive deterioration and downgrading of neighborhood property values.

CHAPTER TEN

ACCESSORY STRUCTURES

ACCESSORY BUILDING, GARAGES, TEMPORARY RESIDENCE & CONTRACTOR BUILDINGS (City Code 405.090)

10.1 ACCESSORY BUILDING

- A. A building permit is required for construction of accessory building or structure.
- B. The building permit application shall include a survey showing where the building/structure is to be located.
- C. Accessory building/structure shall not be allowed in front or side yards.
- D. A complete drawing of the proposed structure.
- E. If the structure is to be built in a neighborhood that is regulated by an architectural review board the plans shall be approved by that board prior to submittal to the City.
- F. Only one accessory building, including detached garage shall be allowed.
- G. The accessory building shall be separate of the dwelling and shall be located in the rear of the property.
- H. No plumbing connection will be allowed to such building.
- I. The accessory building should be erected so as to conform in appearance and décor with the existing residence where practicable.
- J. The accessory building must be maintained in good state of repair, so as not to become a nuisance to neighbors or the community in general.
- K. The accessory building may have a maximum external dimension of ten (10) feet by twelve (12) feet or no more than one hundred twenty (120) square feet in total area and be no more that ten (10) feet tall from its highest point to the ground level.
- L. For first (1st) tier property owners, the accessory building must be located at least forty (40) feet from the water's edge and ten (10) feet from the side property lines.
- M. For second (2nd) tier property owners, the accessory building must be located at least ten (10) feet from the rear property line and ten (10) feet from the side property lines.

10.2 GARAGES (City Code 405.090)

- A. A building permit is required for construction of all garages.
- B. If a residence has an attached garage, an additional detached garage will not be permitted.
- C. If a residence does not have an attached garage, a detached garage may be considered if the proposed detached garage meets all required setbacks and City building Codes.
- D. No plumbing, apart from a cold water faucet will be permitted.
- E. No detached garage shall be used for conducting any business, commercial repair facility or manufacturing.

F. No living areas will be permitted in or above detached garages.

10.3 TEMPORARY RESIDENCE (City Code 405.200)

- A. Accessory building shall not be constructed or erected prior to the main residential structures and may not be occupied as temporary residence quarters pending completion of the main structure.**
- B. No house trailer, motor homes, truck campers, tents or other temporary quarters for human beings may be occupied as temporary living quarters.**
- C. Motor homes or trailers parked in front, side or rear of a residence may not be used at any time as a temporary living quarters.**

10.4 TEMPORARY CONSTRUCTION BUILDINGS (City Code 405.190)

Temporary buildings, such as contractor shed, portable toilets and buildings of like character may be permitted during construction period upon approval of the Zoning Enforcement Officer and must be removed prior to the final inspection.

CHAPTER ELEVEN

USE REGULATIONS

11.1 NON-CONFORMING USES PERMITTED (City Code 405.300)

A non-conforming use, building or structure existing lawfully on the effective date of this Zoning Code or any amendment thereto may be continued although neither such use, building nor structure conforms to the requirements of this Code.

11.2 REPAIR AND ALTERATIONS OF A NON-CONFORMING HOUSE (City Code 405.310)

General maintenance and ordinary repair of a building or structure is permitted if it does not extend the non-conforming use. No alteration or enlargement shall be made in a building or structure occupied by a non-conforming use unless such alteration adapts the building or structure to a conforming use or the remodeling of an existing non-conforming residential building involving an increase in the exterior dimensions of said building of over one hundred (100) square feet allows the total square footage of living area to comply with current minimum square footage requirements after the remodeling. Existing non-conforming encroachments into required setback areas shall not be a barrier for permission to remodel. Any alteration or enlargement proposed to be made in a non-conforming building or structure shall be allowed only after the property owner obtains a permit. The Board of Zoning Adjustment, after public notice and hearing and subject to the conditions and safeguards herein contained, may authorize exceptions to this ordinance as follows:

- A. Permit for the normal maintenance, repair or remodel of a structure that is non-conforming so long as such remodeling, repairs or maintenance does not result in an enlargement of the structure.
- B. Permit for the adaptation of building or structure to a conforming use. In the event of approval by the Board of Zoning Adjustment, then the applicant must make application and secure a building permit as otherwise required by these ordinances.

11.3 CHANGE OF USE OF A NON-CONFORMING HOUSE (City Code 405.320)

Any non-conforming use may be changed to a conforming use. In addition, the Planning Commission may grant a special permit allowing a non-conforming use to be changed to a different non-conforming use when in its opinion the change represents an improvement in the community.

11.4 CESSATION OF USE OF A NON-CONFORMING HOUSE (City Code 405.330)

No non-conforming use shall be expanded or reestablished if discontinued. A non-conforming use may not be continued if the structure or building should be damaged to the extent of fifty-five (55%) percent of its reproduction costs.

CHAPTER TWELVE

DECKS

12.1 BUILDING PERMIT

A building permit is required for the construction of a new deck, the replacement of a deck or the repair and/or the replacement of the supporting structure of a deck.

NOTE: All Construction of decks shall be in compliance with 2009 IRC R502.2.2.2 thru R502.2.2.4.

12.2 REQUIRED DOCUMENT FOR DECK CONSTRUCTION

- A. A completed Building Permit application.
- B. A sealed survey by a Missouri registered land surveyor. The survey must show the location of the proposed deck with setbacks from property lines.
- C. Two (2) sets of construction plans or shop drawings.
- D. If the structure is to be built in an area regulated by an architectural review board the plans shall be approved by the board prior to submittal to the City.
- E. An erosion control permit is required if more than one hundred and fifty (150) square feet of vegetation is to be disturbed.

12.3 DECK CONSTRUCTION DETAILS

- A. PIERS-shall be thirty-six (36) inches deep. Top of pier shall extend six (6) inches above soil line.
 - B. SUPPORT COLUMNS-shall not be set in concrete. Support columns shall be attached to piers with recommended post base steel fittings.
 - C. LEDGER BOARD-shall be preservative treated and installed with a minimum size of one-half (1/2") inch lag screws or bolts and shall be installed with flashing to protect house band joist from moisture. [IRC R502.2.2.1 thru R502.2.2.3]
 - D. FLOOR JOIST-shall be preservative treated floor joist in accordance to IRC R502.1.1, R502.2.1 and Table R502.3.1.
 - E. FLOOR JOIST HANGERS-shall be used to attach floor joists to ledger board and be installed with recommended joist hanger nails.
- NOTE:** Due to the corrosive reputation of ACQ preservative treated lumber, hardware, brackets, strapping, bolts, washers, nails, screws, hangers, column fittings etc., shall be a minimum of hot-dipped G185 galvanized steel or preferred stainless steel.
- F. GUARD RAILS-shall be installed in accordance with IRC R312.1 thru R312.3.
 - G. BALUSTERS-shall be installed with a maximum five (5) inches on center, not to allow passage of an object four (4) inches or more in diameter.
 - H. STAIRS-if stairs are to be part of a deck, a stair drawing shall be included with the construction documents depicting tread and rise

to meet IRC 311.7. Guardrails and/or handrails shall meet IRC R312.7.7.

- I. RAMPS-if ramps are to installed, they must comply with IRC R311.8.1 thru R311.8.3.3
- J. DECK STAIR ILLUMINATION-shall be installed in compliance with IRC R 303.6.

CHAPTER THIRTEEN

BASEMENT FINISH

13.1 GENERAL INFORMATION

Basement finishing requires a building permit and all construction shall be in compliance with the 2009 IRC Building Codes and 2008 National Electric Codes. Any proposed bedrooms shall have egress that complies with IRC R310.

13.2 BUILDING PERMIT REQUIREMENTS

- A. A completed Building permit application.
- B. Two (2) sets of construction plans or shop drawings

13.3 CONSTRUCTION PLAN REQUIREMENTS

- A. Plans shall be drawn so that the entire scope of work is shown.
- B. The use of all rooms is clearly labeled, such as storeroom, bedroom, bathroom, office, etc.
- C. Show ceiling heights.
- D. Show location of electric panel.
- E. Show location of smoke detectors.
- F. Show location of carbon monoxide (CO) detector.
- G. Show location of all lighting, ceiling fans, closets, wet bars, home theaters, etc.
- H. Show all exits.
- I. All existing construction should be labeled existing.

13.4 GENERAL CONSTRUCTION REQUIREMENTS

- A. All plumbing clean-outs must be accessible.
- B. If air admittance valves are installed they must comply with IRC P3114.
- C. All gas valves must be accessible.
- D. All electric junction boxes must be accessible.
- E. Smoke detectors and Carbon monoxide (CO) detectors shall be installed in compliance with IRC R314 and R315.
- F. All ground fault and arc fault receptacles shall be installed in compliance with IRC E3902.
- G. Enclosed mechanical room or area vented in compliance with IRC G2407.5.3.

CHAPTER FOURTEEN

SWIMMING POOLS, SPAS AND HOT TUBS

14.1 GENERAL INFORMATION

Construction of all swimming pools, spas and hot tubs in the City shall be in compliance with the 2009 IRC Building Code Appendix (G) AG103, AG104 and AG105.

14.2 CONSTRUCTION REQUIREMENTS

- A. A building permit is required to install all swimming pools, spas and hot tubs which are twenty-four (24") inches or more in depth.
- B. Pools and hot tubs shall be located in rear yards. For first tier property owners, pool or hot tub must be located at least forty (40) feet from the water's edge and a minimum of ten (10) feet from the property lines. For second tier property owners, pool or hot tub shall be located at least ten (10) feet from the rear and side property lines.
- C. Only UL listed approved materials will be approved.
- D. A barrier as required by the 2009 IRC Appendix G, must enclose pools, spas and hot tubs.
- E. Barrier must be installed before the pool, spa or hot tub is filled.
- F. An electrical bonding inspection and final inspection are required on all pools.
- G. At least one electrical 120 volt, GFCI protected outlet must be provided between ten (10') feet and twenty (20') feet from the pool, spa or hot tub.
- H. The City requires that all installation of pools, spas and hot tubs have an approved back flow prevention device installed. Prior to beginning construction, contact the Weatherby Lake Public Works department for recommendations concerning the back flow devices.

14.3 BUILDING PERMIT REQUIREMENTS

- A. A completed building permit application.
- B. A sealed survey from a Missouri registered land surveyor. The survey must show the proposed swimming pool or hot tub with setbacks from property lines, easements, platted building lines and erosion control measures indicated.
- C. Two (2) full sets of building plans. Please attach copies of manufacturer's technical data, installation instructions or plans.
- D. If the swimming pool is being built in a neighborhood this is regulated by an architectural review board, the plans shall be approved by that board prior to submittal to the City.