

Kilham
Properties

BUILDINGS.

Note.--For charter provisions as to authority of city relative to buildings, see Char., #21.

As to numbering buildings, see ##21-3 and 21-4 of this Code.

- Sec. 6-1. Permit required; specifications, etc.
6-2. Adoption of National Building Code; where filed; penalty for violation.

Sec. 6-1. Permit required; specifications, etc.

All property owners within the city shall, before erecting any building or making any repairs to any building, or remodelling any building, or performing any construction work whatsoever on any property within the city;

First shall apply to the city council on written form, to be supplied, on request, by the city sergeant, for a permit to do so, stating specifications and nature of work desired to be done, and shall not proceed with such work until such permit has been passed upon or granted by the council. Upon the granting of such permit, such work shall be done only in strict accordance with the terms and conditions thereof, as granted by the council and such work shall open to inspection, at all times by the council, or their duly authorized representative.

Any person violating any of the provisions of this section shall be guilty of a misdemeanor and, in addition to any penalty, the council may require of such property owner the removal of such construction or repair work done in violation hereof by appropriate action in a court of law.

All contractors, subcontractors and workmen performing such work are hereby charged with the duty of ascertaining, at their peril that such property owner for whom they are

performing such work has actually obtained such permit and if any of them perform such work without such permit having first been obtained, as above set forth, or if one has been obtained, any such contractor, subcontractors or workmen performing such work, or any part thereof, not in accordance with such permit so granted, shall likewise be guilty of a misdemeanor. A charge of

15 JULY 1987

BUILDING & PERMITS

X AN ORDINANCE ESTABLISHING THE PROCESS BY WHICH PROPOSED
CONSTRUCTION, DEMOLITION, RENOVATION, REMODELING AND ADDITIONS TO
BUILDINGS WILL BE REVIEWED BY THE TOWN COUNCIL; PROVIDING FOR
COMPLIANCE AND ENFORCEMENT, DEFINING THE SUBMITTAL AND CONTENT
REQUIREMENTS FOR BUILDING PERMITS, USE PERMITS AND PERMIT FEES.

Town of Bolivar

West Virginia

CONSTRUCTION, DEMOLITION, RENOVATION, REMODELING AND ADDITIONS TO BUILDINGS WILL BE REVIEWED BY THE TOWN COUNCIL; PROVIDING FOR COMPLIANCE AND ENFORCEMENT, DEFINING THE SUBMITTAL AND CONTENT REQUIREMENTS FOR BUILDING PERMITS, USE PERMITS AND PERMIT FEES.

TABLE OF CONTENTS

Section 1 - Building and Use Permits.	1
Section 2 - Demolition Permits.	1
Section 3 - Application for Permits.	1
Section 4 - Requirements and Guidelines for Permit for New Construction of a Single Family or One Two-Family Structure on a Single Existing Lot as of the Date of This Ordinance.	
a. Setbacks	2
b. Size	2
c. Parking	2
d. Height	2
e. Water and Sewer	2
f. Documentation Requirements	2
Section 5 - Requirements and Guidelines for New Construction of Multiple Living Units.	
a. Definition	3
b. Density	3
c. Size	3
d. Set backs	3
e. Site Definition	3
f. Parking	3
g. Height	3
h. Water and Sewer	3
i. Road Access and Traffic	3
j. Documentation Requirements	4
Section 6 - Requirements and Guidelines for New Construction of Out Buildings and Structures. (garages, sheds, warehouses, barns, swimming pools, and detached porches and gazebos).	
a. Set backs	4
b. Height	4
c. Parking	4
d. Documentation	4

Section 7 - Renovations, Remodeling and Additions.

a. Permit Requirements	4
b. Set backs	4
c. Height	4
d. Water and Sewer	5
e. Documentation	5

Section 8 - Application Review and Approval or Disapproval.

5

Section 9 - Permit display, time limits, and renewals

5

Section 10 - Vested rights

5

Section 11 - Penalty

6

Section 12 - Effective Date.

6

Section 13 - Repealer

6

Section 14 - Severability.

6

AN ORDINANCE ESTABLISHING THE PROCESS BY WHICH PROPOSED CONSTRUCTION, DEMOLITION, RENOVATION, REMODELING AND ADDITIONS TO BUILDINGS WILL BE REVIEWED BY THE TOWN COUNCIL; PROVIDING FOR COMPLIANCE AND ENFORCEMENT, DEFINING THE SUBMITTAL AND CONTENT REQUIREMENTS FOR BUILDING PERMITS, USE PERMITS AND PERMIT FEES.

WHEREAS the Municipality of Bolivar, West Virginia and its citizens are not subject to a comprehensive zoning plan and

WHEREAS there exists a necessity for review of proposed residential single and multiple unit site plans within the town; and

WHEREAS this process needs to be set forth in law to provide notice and due process as well as to provide for the health, safety and welfare of the citizens of Bolivar;

NOW, THEREFORE be it ordained by the Town Council of the Municipality of Bolivar, West Virginia:

Section 1 - Building and Use Permits.

From and after the effective date of this ordinance no person, firm, partnership or corporation shall, within the Town of Bolivar, erect or construct, or commence the erection or construction of, or alter the exterior of an existing building, by addition or use of any building or land for any use which was not in existence on the effective date of this ordinance, without first obtaining a building and/or use permit(s) in accordance with the provisions and procedures set forth in this ordinance. Where a building is planned and the use is changed two (2) or more permits are required.

Section 2 - Demolition Permits.

From and after the effective date of this ordinance, no person, firm, partnership or corporation shall, within the Town of Bolivar, demolish any house or major building without first obtaining a demolition permit in accordance with the provisions and procedures set forth in this ordinance. Major building is defined as any garage, shed, barn, house, store, commercial building or other structure exceeding sixty four (64) square feet in area. This section specifically excludes dog houses and privies and buildings to be replaced by another building of equal or larger size where a building or use permit is required.

Section 3 - Application for Permits.

Application for a permit for building use, alteration (addition) or demolition shall be made to the Recorder on forms prescribed

and furnished by him/her and accompanied by a permit application fee of ten dollars (\$10.00). The forms will hereby be known as "Building Permit Application," "Use Permit Application," and "Demolition Permit Application" and are attachments to this ordinance. The applications must be accompanied by plans and documents set forth on the forms and in accordance with the provisions and guidelines of this ordinance.

Section 4 - Requirements and Guidelines for Permit for New Construction of a Single Family or One Two-Family Structure on a Single Existing Lot as of the Date of This Ordinance:

a. Setbacks. Setbacks of main structure and out buildings will be fifteen (15) feet front and fifteen (15) feet back or in line with other buildings on the street in the same immediate area. The setbacks on the sides will be ten (10) feet each or in line with other buildings in the same immediate neighborhood i.e. sides and backs of adjacent properties

b. Size. Each living unit size will be a minimum of eight hundred (800) square feet

c. Parking. Each structure will be a provided with a minimum of two (2) off the street parking spaces.

ARE
enough

d. Height. A structure will not exceed thirty five (35) feet without prior written approval of the local fire department.

e. Water and Sewer. Each new construction housing unit must have written proof of access of water and sewer service from Harpers Ferry Water Works and Harpers Ferry-Bolivar Public Service Commission.

f. Documentation Requirements. Permit Applications under this section must be accompanied by:

(1) Specifications and drawings of floor plans and exterior view or elevations, a drawing of the lot showing where the structure and existing structure and parking spaces are located and showing distance in feet to property lines. The floor plans must be drawn to scale (1/4" = one foot).

(2) Water and sewer access documentation

(3) Height approval by fire department if required.

X (4)

X (6)

Section 5 - Requirements and Guidelines for New Construction of Multiple Living Units.

~~a.~~ a. Definition. Multiple Living Units are defined as ~~any structure herein as any structure~~ site or development containing three or more living units on a single existing lot (as of the date of this ordinance) or a combination of lots or land parcels (as of the date of this ordinance).

b. Density. Living units will be limited to 6 per acre as of the date of this ordinance.

c. Size. Each living unit size will be a minimum of 800 square feet.

d. Set backs. Set backs of main structure and out buildings will be 15 feet front and 15 feet back. Side set backs will be 10 feet at each end of main structure or out building.

e. Site Definition. For any multiple living unit project: the plot, road access, play areas, parking layout, access for fire trucks, garbage trucks and delivery trucks, and typography site location will be a requirement for permit(s) application. ←

~~f.~~ f. Parking. A minimum of two off-the-street parking spaces will be provided for each living unit and the spaces must show adequate access for parking and turning without endangering people, vehicles, or structures.

g. Height. Structure(s) will not exceed 35 feet without prior written approval by the local fire department.

h. Water and Sewer. Each new construction project must have written proof of access of water and sewer service from Harpers Ferry Water Works and Harpers Ferry-Bolivar Public Service Commission.

i. Road Access and Traffic. Each new construction project must furnish documentation showing road access, amount of traffic that can reasonably be expected to be generated by project, serviceability of existing roads for project, and traffic flow. This includes services by fire department, garbage pick up, mail delivery, and other light and heavy delivery and moving vehicles. When it is determined by the Town Council that existing roads are not adequate for traffic amount and pattern.

or width, the permit applicant must post bond and bear the expense of construction of new or up-grading of existing access roads.

- X j. Documentation Requirements. Permit applications under this section must be accompanied by specification and drawings and plot plans of all items listed in (b) through (e) above with building floor plans being drawn to scale (1/4" = one foot);

Approval is required in (g) above, if appropriate; approval is required in (h) above.

Section 6 - Requirements and Guidelines for New Construction of Out Buildings and Structures. (garages, sheds, warehouses, barns, swimming pools, and detached porches and gazebos).

- X a. Set backs. Setbacks of out buildings will be fifteen (15) feet front and fifteen (15) feet back or in line with other buildings on the street in the same immediate area. The setbacks on the sides will be ten (10) feet each or in line with other buildings in the same immediate neighborhood i.e. sides and backs of adjacent properties

- X b. Height. Structure(s) will not exceed 35 feet without prior written approval by the local fire department.

- X c. Parking. Not applicable unless use permit is involved in which case commercial ordinances will be applied.

- X d. Documentation. Permit application must be accompanied by floor plan to scale (1/4" = one foot) and sketch showing placement on lot and relationship to existing buildings on same and neighboring lots and written specifications.

X e. Section 7 - Renovations, Remodeling and Additions.

- a. Permit Requirements. A permit is required for any addition to an existing building as stated in Section 1 above. Permits are not required for normal household maintenances such as painting or roof replacement; for interior remodeling; or for exterior remodeling which does not change the size or configuration of a structure.

- X h. Set backs. Setbacks of main structure and out buildings will be fifteen (15) feet front and fifteen (15) feet back or in line with other buildings on the

street in the same immediate area. The setbacks on the sides will be ten (10) feet each or in line with other buildings in the same immediate neighborhood i.e. sides and backs of adjacent properties or in line with existing structure for additions.

X c. Height. Structure will not exceed 35 feet without prior written approval by the local fire department.

X d. Water and Sewer. Each new construction housing unit must have written proof of access of water and sewer service from Harpers Ferry Water Works and Harpers Ferry-Bolivar Public Service Commission. If this service has not been previously provided to the main structure..

X e. Documentation. Permit application must be accompanied by drawing of floor plan to scale (1/4" = one foot) and sketch showing placement on lot and/or relationship to existing structure and lot.

Section 8 - Application Review and Approval or Disapproval.

Permit applications and applications with appropriate complete documentation must be received by the Recorder at least 5 days prior to a regularly scheduled Town Council Meeting to be considered at that meeting. Final approval or disapproval will be given within 5 days after the second regularly scheduled Town Council Meeting. The applicant will be notified in writing of disapproval and will be notified A.S.A.P. on any missing or inadequate documentation. Approval will be the issuance of the permit. A minimum of 3 members of the council is required for approval or disapproval of a permit application. In the event that a permit limited to Sections 6 or 7 can be reviewed for approval or disapproval in a lesser time at the convenience of the council, it will be done.

X Section 9 - Permit display, time limits, and renewals.

Permits must be displayed in a conspicuous place on the premises during prosecution or existence of the work or use change authorized herein. A permit has a time limitation of one year and may be renewed by submission of application fee.

Section 10 - Vested rights.

No person, firm partnership or corporation shall acquire any vested right to construct or alter any building by virtue of money spent or work done prior to obtaining a building permit required by the terms of this ordinance, and shall not acquire any vested right to use any building or land for any purpose

where such use is begun without first obtaining a use permit required by the terms of this ordinance.

Section 11 - Penalty.

Any person or persons, firm, partnership or corporation violating any provision of this ordinance shall be guilty of a misdemeanor and pay a fine of not more than One Hundred Dollars (\$100.00) for each offense, together with costs of prosecution. Each day for which there is a failure or refusal to comply with this ordinance may constitute a separate and distinct offense.

Section 12 - Effective Date.

This ordinance shall become effective upon its passage and adoption.

Section 13 - Repealer.

All ordinances or parts of ordinances in existence are hereby repealed to the extent that they are inconsistent with this ordinance.

Section 14 - Severability.

If any provision of this ordinance or the application thereof to any person or circumstances is held unconstitutional or invalid, such unconstitutionality or invalidity shall not affect other provisions or applications of this ordinance and to this end the provisions of this ordinance are hereby declared severable.

First Reading on the 7 day of July, 1987.

Second Reading on the 14 day of July, 1987.

Enacted and Ordained this 15 day of July, 1987.

Paul Darnley (SS)
Mayor of Bolivar

Attest:

FRANCIS COSING (ES)
Recorder, Municipality of Bolivar

USE PERMIT APPLICATION

I hereby make an application for a use permit to change the use of a building or lot as follows: (describe location(s), structure(s), if appropriate, of present and proposed uses. If structure is to be demolished, constructed or changed refer to ordinance regarding building alterations and demolitions permit requirements.

Application Fee: \$10.00

Signature of applicant _____

Council Action:

Address _____

Approval _____

Disapproval _____

Date: _____

Telephone No.

() _____

By Recorder _____

Date _____

By Mayor _____

Date _____

DEMOLITION PERMIT APPLICATION

To the Town of Bolivar, West Virginia

I hereby make application to demolish (describe location, structure, placement, etc. and what replacement, if any. Refer to ordinance # _____ for new construction as appropriate)":

Application Fee: \$10.00

Signature of applicant _____

Council Action: _____

Address _____

Approval _____

Disapproval _____

Date: _____

Telephone No. _____

() _____

By Recorder _____

Date _____

By Mayor _____

Date _____

MEETING TO AMEND SECTION OF TOWN ORDINANCE OF BOLIVAR

There will be public hearings for the purpose of amending Section 6-1 of Chapter 6, of Code of the Municipality of Bolivar, at two separate meetings to be held in the Bolivar Town Council Room.

The first such meeting will be held September 4th at 7:30 p.m., for the purpose of amending Section 6-1 which deals with granting of permit before erecting any building, etc. This amendment will be passed through a second reading and following the public hearing will be acted upon.

The second such meeting will be held October 2, 1984 at 7:30 p.m., for the purpose of amending Section 6-1 which deals with granting of permit before erecting any building, etc. This amendment will be passed through a third reading and following the public hearing will be acted upon.

The amendment will become effective from the date of its final adoption. These hearings are open to the public.

OK

Paul Courtney

Paul Courtney, Mayor
Town of Bolivar

(to be printed ONE times)

IN THE SPIRIT

8/24/84
this copy for the record.

AMENDING ORDINANCE TO AUTHORIZE FEES FOR
BUILDING PERMITS ISSUED UNDER BUILDING ORDINANCE

WHEREAS the Town of Bolivar has promulgated an Ordinance Establishing the Process by Which Proposed Construction, Demolition, Renovation, Remodeling and Additions to Buildings will be Reviewed by the Town Council; Providing for Compliance and Enforcement, Defining the Submittal and Content Requirements for Building Permits, Use Permits and Permit Fees, and

WHEREAS certain expenses have arisen in administration of the aforementioned Ordinance, therefore

BE IT ORDAINED by the Council of the Town of Bolivar, State of West Virginia that the Code of the Municipality of Bolivar of 1969, as amended in 1987, above titled, be further amended as follows:

Chapter VI, Section 15 to read:

Section 15 - Permit fees.

Permit fees for construction costs up to and including \$10,000.00 shall be \$5.00 per \$1,000.00;

Permit fees for construction costs over \$10,000.00 shall be \$3.00 per \$1,000.00 in excess of \$10,000.00.

First hearing and reading at the regular Town Council meeting at the Community Building of Bolivar at 7:30 P.M. December 6, 1988.

Interested parties may appear at the meeting and be heard with respect to the proposed amendment which is set forth in its entirety above.

FIRST READING on the 13th day of December, 1988.

The SECOND READING on the 10th day of January, 1989.

ENACTED AND ORDAINED this 10th day of January, 1989

Saul Country
MAYOR

ATTEST:

Frances E. Tusing
RECORDER

BUILDING PERMIT APPLICATION

Bolivar, West Virginia
(Date)

To the Town Of Bolivar, West Virginia

I hereby make application for a building permit (and use) permit for construction of work as follows:

Location: Street, Block, Lot No.

Estimated Cost \$. I will be responsible for all damages to occur and agree to perform all work in strict accordance to the building permit ordinance # and the documentation submitted herein.

Application Fee: \$10.00

Signature of applicant

Address

Date:

Phone

Council action:

Approval

Disapproval

Permit Fee \$

Permit Granted

By Recorder

Date

By Mayor

Date

Who must file: All persons, firms, partnerships, corporations, joint ventures, or other business entries for any extension construction, sub-construction, enlargement or removal of any building or structure as defined in Ordinance.

When to file: Before the Commencement of any construction, enlargement, removal or use change of any building or structure.

Application Forms: Pick up or request by mail from Town Recorder.

Where to file: With Town Recorder

Review and Approval Process: Town Council will begin review process at next council meeting following receipt of application. The approval or disapproval will be granted not later than five days after the second regularly scheduled council meeting after application was received. Applicant should attend meetings when permit is presented, reviewed and discussed.

Questions: Call Town Recorder

Permit Fees: Construction costs up to and including \$10,000.00:
\$5.00 per \$1,000.00.

Construction costs over \$10,000.00: \$3.00 per
\$1,000.00 in excess of \$10,000.00.

Upon completion of construction work, applicant shall furnish to the Mayor and Town Council a final statement of costs; in the event costs shown on the final statement are in excess of those estimated on the application, applicant will be charged an additional fee based upon final costs. Estimated fee should accompany application form.

Documentation: See Ordinance

Notification: Recorder will furnish copy of application showing action and issue permit.

DEMOLITION PERMIT APPLICATION

To the Town of Bolivar, West Virginia

I hereby make application to demolish (describe location, structure, placement, etc. and what replacement, if any. Refer to ordinance # _____ for new construction as appropriate):

Application Fee: \$10.00

Council Action:

Approval _____

Disapproval _____

Signature of applicant _____

Address _____

Date: _____

Telephone No.
() _____

By Recorder _____

Date _____

By Mayor _____

Date _____

USE PERMIT APPLICATION

I hereby make an application for a use permit to change the use of a building or lot as follows: (describe location(s), structure(s), if appropriate, of present and proposed uses. If structure is to be demolished, constructed or changed refer to ordinance regarding building alterations and demolitions permit requirements.

Application Fee: \$10.00

Signature of applicant _____

Council Action: _____

Address _____

Approval _____
Disapproval _____

Date: _____

Telephone No.
() _____

By Recorder _____ Date _____

By Mayor _____ Date _____

AMENDING ORDINANCE TO CLARIFY LANGUAGE DESCRIBING
TIME LIMITS AND USES AFFECTING PERMITS ISSUED
UNDER THE AMENDED ORDINANCE
CHAPTER 6; Sections 4, 5, 7 & 9

WHEREAS the Town of Bolivar has amended Chapter 6 of the Municipal Ordinances of the town of Bolivar by an Ordinance Establishing the Process by Which Proposed Construction, Demolition, Renovation, Remodeling and Additions to Buildings Will be Reviewed by the Town Council; Providing for Compliance and Enforcement, Defining the Submittal and Content Requirements for Building Permits, Use Permits and Permit Fees on the 14th day of July 1987,

and

WHEREAS the Town Recorder reports that records are not available of all permits issued before the amending ordinance of July 14, 1987,

and

WHEREAS no time limit or expiration of permits was set in the amending ordinance regarding permits issued under the old ordinance,

and

WHEREAS the Town of Bolivar being desirous of fair and equitable administration of its building ordinance

and

WHEREAS the Town of Bolivar is concerned that the ordinance aforesaid encompasses building and use permits and was meant to apply to any and all uses of and affecting both one and two-unit as well as multiple units,

therefore,

BE IT ORDAINED by the Council of the Town of Bolivar, State of West Virginia that the Code of the Municipality of Bolivar of 1969, as amended in 1987, above titled, be further amended as follows:

WHEREAS there exists a necessity for review of proposed single and multiple unit site plans within the town;

CHAPTER 6. Section 4 - Requirements and Guidelines for Permit for New Construction of a Single Unit or One Two-Unit Structure on a Single Existing Lot as of the Date of This Ordinance, as amended.

b. Size. Each unit size will be a minimum of eight hundred (800) square feet.

e. Water and Sewer. Each new construction unit must have written proof of access of water and sewer service from Harpers Ferry Water Works and Harpers Ferry-Bolivar Public Service District.

CHAPTER 6. Section 5 - Requirements and Guidelines for Permit for New Construction of Multiple Units.

a. Definition. Multiple Units are defined as any structure herein, site or development containing three or more units on a single existing lot (as of date of this Ordinance) or a combination of lots or land parcels (as of the date of this ordinance) including office units (as of the date of this amendment)

b. Density. Units will be limited to 6 per acre as of the date of this ordinance

c. Size. Each unit size will be a minimum of 800 square feet.

e. Site Definition. For any multiple unit project: the plot, road access, play areas, parking layout, access for fire trucks, garbage trucks and delivery trucks, and topography site location will be a requirement for permit(s) application.

f. Parking. A minimum of two off-the-street parking spaces will be provided for each unit and the spaces must show adequate access for parking and turning without endangering people, vehicles, or structures.

CHAPTER 6. Section 7 - Renovations, Remodeling and Additions.

a. Permit requirements. A permit is required for any addition to an existing building as stated in Section 1 above. Permits are not required for normal maintenance such as painting or roof replacement; for interior remodeling; or for exterior remodeling which does not change the size or configuration of a structure.

d. Water and Sewer. Each new construction unit must have written proof of access of water and sewer service from Harpers Ferry Water Works and Harpers Ferry-Bolivar Public Service District if this service has not been previously provided to the main structure.

CHAPTER 6. Section 9. - Permit Display, time limits, and renewals:

Permits must be displayed in a conspicuous place upon the premises

during prosecution or existence of the work or use change authorized herein. A permit has a time limitation of one year and may be renewed by submission of application fee and review as set forth above.

(a) Expiration of permits issued before July 14, 1987.

(1) Construction under all permits outstanding at the time of the effective date of this ordinance of July 14th 1987 and/or issued under the terms of Section 6-1 of the previous ordinance which this ordinance amended as of the date of July 14, 1987, shall be commenced within 90 days of the effective date of this amendment or submission of application for a new permit and review, under this ordinance, as amended shall be required.


(2) Such construction shall be completed within one year of the effective date of this amendment or submission of application for a new permit and review, under this ordinance, as amended, shall be required.

This amendment shall take effect and be in force from and after September 18, 1990.


First hearing and reading at the regular Town Council meeting at the Community Building of Bolivar at 7:30 p.m. Tuesday September 4, 1990.

Second hearing and reading at a special Town Council meeting at the Community Building of Bolivar at 7:00 p.m. Tuesday September 18, 1990.

Enacted and ordained this 18th day of September, 1990.


Paul Courtney
Mayor, of Town of Bolivar

ATTEST:


for Frances E. Tusing
Recorder, Town of Bolivar

STATE OF WEST VIRGINIA

COUNTY OF JEFFERSON

I, Raymond E. Butler, a notary public in and for said state, do hereby certify that Paul Courtney, Mayor of the Town of Bolivar and Ronald A. DeWitt acting Recorder who signed the writing above, bearing the 18th day of September, 1990, has this day acknowledged before me the said writing to be the act and deed of said corporation.

Given under my hand this 18th day of September, 1990.

My commission expires March 5, 1991

Raymond E. Butler
Notary Public

18 SEP 1990 PERMITS

AMENDING ORDINANCE TO CLARIFY LANGUAGE DESCRIBING
TIME LIMITS AND USES AFFECTING PERMITS ISSUED
UNDER THE AMENDED ORDINANCE
CHAPTER 6; Sections 4, 5, 7 & 9

WHEREAS the Town of Bolivar has amended Chapter 6 of the Municipal Ordinances of the town of Bolivar by an Ordinance Establishing the Process by Which Proposed Construction, Demolition, Renovation, Remodeling and Additions to Buildings Will be Reviewed by the Town Council; Providing for Compliance and Enforcement, Defining the Submittal and Content Requirements for Building Permits, Use Permits and Permit Fees on the 14th day of July 1987,

and

WHEREAS the Town Recorder reports that records are not available of all permits issued before the amending ordinance of July 14, 1987,

and

WHEREAS no time limit or expiration of permits was set in the amending ordinance regarding permits issued under the old ordinance,

and

WHEREAS the Town of Bolivar being desirous of fair and equitable administration of its building ordinance

and

WHEREAS the Town of Bolivar is concerned that the ordinance aforesaid encompasses building and use permits and was meant to apply to any and all uses of and affecting both one and two-unit as well as multiple units,

therefore,

BE IT ORDAINED by the Council of the Town of Bolivar, State of West Virginia that the Code of the Municipality of Bolivar of 1969, as amended in 1987, above titled, be further amended as follows:

WHEREAS there exists a necessity for review of proposed single and multiple unit site plans within the town;

CHAPTER 6. Section 4 - Requirements and Guidelines for Permit for New Construction of a Single Unit or One Two-Unit Structure on a Single Existing Lot as of the Date of This Ordinance, as amended.

b. Size. Each unit size will be a minimum of eight hundred (800) square feet.

e. Water and Sewer. Each new construction unit must have written proof of access of water and sewer service from Harpers Ferry Water Works and Harpers Ferry-Bolivar Public Service District.

X CHAPTER 6. Section 5 - Requirements and Guidelines for Permit for New Construction of Multiple Units.

X a. Definition. Multiple Units are defined as any structure herein, site or development containing three or more units on a single existing lot (as of date of this Ordinance) or a combination of lots or land parcels (as of the date of this ordinance) including office units (as of the date of this amendment)

X b. Density. Units will be limited to 6 per acre as of the date of this ordinance

c. Size. Each unit size will be a minimum of 800 square feet.

X e. Site Definition. For any multiple unit project: the plot, road access, play areas, parking layout, access for fire trucks, garbage trucks and delivery trucks, and topography site location will be a requirement for permit(s) application.

X f. Parking. A minimum of two off-the-street parking spaces will be provided for each unit and the spaces must show adequate access for parking and turning without endangering people, vehicles, or structures.

CHAPTER 6. Section 7 - Renovations, Remodeling and Additions.

a. Permit requirements. A permit is required for any addition to an existing building as stated in Section 1 above. Permits are not required for normal maintenance such as painting or roof replacement; for interior remodeling; or for exterior remodeling which does not change the size or configuration of a structure.

d. Water and Sewer. Each new construction unit must have written proof of access of water and sewer service from Harpers Ferry Water Works and Harpers Ferry-Bolivar Public Service District if this service has not been previously provided to the main structure.

CHAPTER 6. Section 9. - Permit Display, time limits, and renewals:

Permits must be displayed in a conspicuous place upon the premises

during prosecution or existence of the work or use change authorized herein. A permit has a time limitation of one year and may be renewed by submission of application fee and review as set forth above.

(a) Expiration of permits issued before July 14, 1987.

(1) Construction under all permits outstanding at the time of the effective date of this ordinance of July 14th 1987 and/or issued under the terms of Section 6-1 of the previous ordinance which this ordinance amended as of the date of July 14, 1987, shall be commenced within 90 days of the effective date of this amendment or submission of application for a new permit and review, under this ordinance, as amended shall be required.

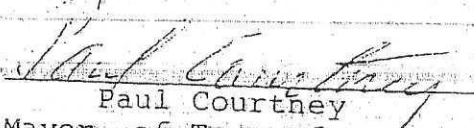
(2) Such construction shall be completed within one year of the effective date of this amendment or submission of application for a new permit and review, under this ordinance, as amended, shall be required.

This amendment shall take effect and be in force from and after September 18, 1990.


First hearing and reading at the regular Town Council meeting at the Community Building of Bolivar at 7:30 p.m. Tuesday September 4, 1990.

Second hearing and reading at a special Town Council meeting at the Community Building of Bolivar at 7:00 p.m. Tuesday September 18, 1990.

Enacted and ordained this 18th day of September, 1990.


Paul Courtney
Mayor, of Town of Bolivar

ATTEST:


for Frances E. Tusing
Recorder, Town of Bolivar

STATE OF WEST VIRGINIA

COUNTY OF JEFFERSON

I, Raymond E. Butler, a notary public in and for said state, do hereby certify that Paul Courtney, Mayor of the Town of Bolivar and Ronald A. DeWitt acting Recorder who signed the writing above, bearing the 18th day of September, 1990, has this day acknowledged before me the said writing to be the act and deed of said corporation.

Given under my hand this 18th day of September, 1990.

My commission expires March 5, 1991

Raymond E. Butler
Notary Public