

# NEWTON MISSISSIPPI

## **CONSTRUCTION & DEVELOPMENT GUIDELINES**

# NEWTON MISSISSIPPI

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**CITY OF NEWTON  
BUILDING, INSPECTION, AND PLANNING**

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NEWTON, MS 39345  
PHONE: (601) 683-6181  
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OFFICE HOURS: 8:00 A.M. – 4:45 P.M.

**GARY TURNER, PUBLIC WORKS DIRECTOR  
RONALD FREDERICK, INSPECTOR  
DEMARIUS EVANS, DEPUTY CLERK  
JAY COLLINS, FIRE CHIEF**

For questions and submissions, please contact Demarius Evans.

PHONE: (601) 357-0245

OFFICE: (601) 683-6181

EMAIL: [devans@ci.newton.ms.us](mailto:devans@ci.newton.ms.us)

**CODE ADOPTION**

The City of Newton has adopted the following codes:

INTERNATIONAL BUILDING CODES	2018 MISSISSIPPI EDITION
INTERNATIONAL RESIDENTIAL CODES	2018 MISSISSIPPI EDITION
INTERNATIONAL EXISTING BUSINESS CODE	2018 MISSISSIPPI EDITION
INTERNATIONAL FIRE CODE	2018 MISSISSIPPI EDITION
INTERNATIONAL FUEL GAS CODE	2018 MISSISSIPPI EDITION
INTERNATIONAL MECHANICAL CODE	2018 MISSISSIPPI EDITION
INTERNATIONAL PLUMBING CODE	2018 MISSISSIPPI EDITION
NATIONAL ELECTRICAL CODE	2014 EDITION

The City of Newton provides this booklet as a summary of these codes.

This booklet is **not** in lieu of any of these codes.

This booklet is **not** to be considered as modifying any of these codes, in whole or in part.

This booklet shall **not** be relied upon or cited as “the final word” but rather each code continues to be “the final word”.

In case of conflict between this booklet and any such code, the applicable provision of that code will supersede, and control over the provisions of this booklet.

# NEWTON MISSISSIPPI

## **GENERAL REQUIREMENTS / PROCEDURES FOR CONSTRUCTION**

The necessary requirements for performing various jobs varies upon the type of application being submitted. Each section will contain the requirements and procedures needed for a successful application process.

- Application containing all needed material should be delivered to City Hall via in-person or via email provided in the contact information **along with a \$25 initial application fee via check or cash / credit card (in-person only).**
- The application, along with the additional information needed, will be processed.
- Customer will be provided with status of application (approved or denied).
- Based on approval status, customer will pay fee of application **minus the \$25 initial application fee** and any necessary inspections required via check or cash / credit card (in-person only).
- Customer receives permits to begin work.
- Customer schedules necessary inspections throughout construction/development process, if required.
- Customer informs City of Newton of completion of project.

## **NEW CONSTRUCTION, ADDITION, RENOVATION**

To apply for a building permit for New Construction, Addition, or Renovation, the contractor must furnish and comply with the following:

1. Building Permit Application (Payment of Permit Application) (Appendix A10)
2. Complete Building Plans.
3. Copy of Contractor's License with the MS State Board of Contractors (MSBOC)
4. \$5,000 Contractor Bond made out to the City of Newton.
5. If property is located in flood zone, all necessary flood information must be provided. (Appendix A9 and A18)
6. Location of water and sewer (depending on location). New development will require payment of Water Tap, Sewer Tap (if applicable), and Meter Deposit based on recommended size of meter. Existing structures will require payment of Meter Deposit. (Appendix A14)

7. All Electrical, Plumbing, Mechanical, HVAC, and Gas subcontractors must be licensed with the MS State Board of Contractors (MSBOC) and complete their own respective inspection forms and payments when scheduled. (Appendix A15)
8. Commercial buildings and businesses must submit a Sign Permit Application prior to installing any signage along with complete signage plans. (Appendix A11)
9. Only after all final inspections have been approved can a Certificate of Occupancy (CO) be issued by the Building Official.

## **DEMOLITION / LAND CLEARING**

To apply for a Demolition / Land Clearing permit, the contractor must furnish and comply with the following:

1. Demolition / Land Clearing Permit Application (Payment of Permit Application) (Appendix A12)
2. \$5,000 Contractor Bond made out to the City of Newton.
3. It is the contractor's responsibility to have all utilities disconnected.
4. It is the contractor's responsibility to remove all debris to an approved MS Department of Environmental Quality (MDEQ) landfill.
5. It is the contractor's responsibility to cap the sewer line with an approved rubber seal plug within 5' of the property line (inspection required before start of work).
6. It is the contractor's responsibility to protect all city infrastructure.
7. It is the contractor's responsibility to supply necessary fill and level the lot to prevent standing water and/or erosion on to adjoining property or city right-of-way.

## **MANUFACTURED HOMES**

To apply for a building permit for manufactured housing, the applicant and/or contractor must furnish and comply with the following:

1. Special Exception Application (Payment of Permit Application) (Appendix A13)
2. Copy of Deed
3. Advertisement to be ran in paper. (Payment of Advertising)
4. Public Hearing for Special Exception
5. Determination of approval based off of public hearing.
6. Payment for Mobile Homes.
7. Manufactured homes must meet the following criteria:
  - a. Comply with all provisions of the zoning ordinances applicable to residential structures.
  - b. Have a minimum width of 14' for single-wide and 20' for double wide.
  - c. Have an approved foundation system.
  - d. Meet HUD or IRC construction standards.
  - e. Have properly installed skirting, steps, and handrails.
8. If property is located in flood zone, all necessary flood information must be provided. (Appendix A9 and A18)
9. Location of water and sewer (depending on location). New development will require payment of Water Tap, Sewer Tap (if applicable), and Meter Deposit based on recommended size of meter. Existing structures will require payment of Meter Deposit. (Appendix A14)
10. All Electrical, Plumbing, Mechanical, HVAC, and Gas subcontractors must be licensed with the MS State Board of Contractors (MSBOC) and complete their own respective inspection forms and payment when scheduled. (Appendix A15)
11. Only after all final inspections have been approved can a Certificate of Occupancy (CO) be issued by the Building Official.

# NEWTON MISSISSIPPI

## **ACCESSORY STRUCTURES**

1. Building Permit Application (Payment of Permit Application) (Appendix A10)
2. Complete Building Plans.
3. If property is located in flood zone, all necessary flood information must be provided. (Appendix A9 and A18)
4. One ACCESSORY STRUCTURE is allowed per lot in all zoning districts.
5. ACCESSORY STRUCTURES are not allowed on vacant lots.
6. All Electrical, Plumbing, Mechanical, HVAC, and Gas subcontractors must be licensed with the MS State Board of Contractors (MSBOC) and complete their own respective inspection forms and payment when scheduled. (Appendix A15)

## **MOVING BUILDINGS**

1. Building Permit Application (Payment of Permit Application) (Appendix A10)
2. Requires approval of Public Works Director, Building Officials, and Chief of Police. Minimum 72-hour notice required prior to moving a structure.
3. If property is located in flood zone, all necessary flood information must be provided. (Appendix A9 and A18)
4. All Electrical, Plumbing, Mechanical, HVAC, and Gas subcontractors must be licensed with the MS State Board of Contractors (MSBOC) and complete their own respective inspection forms when scheduled. (Appendix A15)
5. Only after all final inspections have been approved can a Certificate of Occupancy (CO) be issued by the Building Official.

For all sections of this booklet, these are general guidelines only.

For more information concerning zoning, curb cuts, off-street parking, and other city ordinances regarding site development and construction, call Demarius Evans at (601) 683-6181 between the hours of 8:00 A.M. – 4:45 P.M. or via email at [devans@ci.newton.ms.us](mailto:devans@ci.newton.ms.us).

# **APPENDIX**



# NEWTON MISSISSIPPI

## **FLOODPLAIN / LOW AREA DEVELOPMENT FORM**

Date: \_\_\_\_\_ Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_ Zone: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Type of Construction: Check All That Apply

\_\_\_\_\_ New Construction      \_\_\_\_\_ Mobile / Manufactured Home      \_\_\_\_\_ Accessory Structure

Property Lies Below Street Level? \_\_\_\_\_ Yes      \_\_\_\_\_ No

Property Contain Proper Drainage for Water Run-Off? \_\_\_\_\_ Yes      \_\_\_\_\_ No

Proposed Plan To Address Issues (if selected *No*):

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Additional measures, based on the recommendation of the Building Official and Public Works Director, may be required to mitigate potential flooding, erosion, wastewater backup, and other health/safety concerns. Those additional measures include but not limited to shut-off valves, additional ditching, covets, etc.

I hereby certify that I have read and examined this application and attached sheets and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

**APPLICATION ACCEPTED BY**

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**APPROVED OR DENIED**

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**APPROVED BY**

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SIGNATURE OF GENERAL CONTRACTOR/ AUTHORIZED AGENT (DATE)

# NEWTON MISSISSIPPI

## APPLICATION FOR BUILDING PERMIT

Date: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_

Type of Construction:     New Construction (Residential)     New Construction (Commercial)

Remodel     Demolition/Land Clearing     Addition    Zone: \_\_\_\_\_

BUILDING CONTRACTOR	MAILING ADDRESS	ZIP CODE	LICENSE NO.
PLUMBING CONTRACTOR	MAILING ADDRESS	ZIP CODE	LICENSE NO.
ELECTRICAL CONTRACTOR	MAILING ADDRESS	ZIP CODE	LICENSE NO.
OTHER	MAILING ADDRESS	ZIP CODE	LICENSE NO.
CONSULTING FIRM	MAILING ADDRESS	ZIP CODE	EMAIL ADDRESS

Scope of Work \_\_\_\_\_

Estimated Value of Work: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I hereby certify that I have read and examined this application and attached sheets and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

\_\_\_\_\_  
 SIGNATURE OF GENERAL CONTRACTOR/ AUTHORIZED AGENT (DATE)

FEES	COST	RECEIPT NO.
PERMIT		
WATER TAP		
SEWER TAP		

**TOTAL** **\$**

**APPLICATION ACCEPTED BY:** \_\_\_\_\_

**APPROVED OR DENIED:** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**PERMIT NO.** \_\_\_\_\_

# NEWTON MISSISSIPPI

## APPLICATION FOR SIGN PERMIT

Date: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_

Type of Construction:     Residential     Commercial     Industrial

Estimated Value of Work: \_\_\_\_\_

Zone: \_\_\_\_\_

BUILDING CONTRACTOR	MAILING ADDRESS	ZIP CODE	LICENSE NO.
ELECTRICAL CONTRACTOR	MAILING ADDRESS	ZIP CODE	LICENSE NO.
OTHER	MAILING ADDRESS	ZIP CODE	LICENSE NO.
CONSULTING FIRM	MAILING ADDRESS	ZIP CODE	EMAIL ADDRESS

Scope of Work

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I hereby certify that I have read and examined this application and attached sheets and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

FEES	COST	RECEIPT NO.
PERMIT		

**TOTAL** \_\_\_\_\_ \$ \_\_\_\_\_

**APPLICATION ACCEPTED BY:** \_\_\_\_\_

**APPROVED OR DENIED:** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**PERMIT NO.** \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF GENERAL CONTRACTOR/AUTHORIZED AGENT (DATE)

# NEWTON MISSISSIPPI

## APPLICATION FOR DEMOLITION/LAND CLEARING PERMIT

Date: \_\_\_\_\_ Name of Project: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_

Type of Construction:     Residential     Commercial     Industrial

Estimated Value of Work: \_\_\_\_\_ Zone: \_\_\_\_\_

<b>BUILDING CONTRACTOR</b>	<b>MAILING ADDRESS</b>	<b>ZIP CODE</b>	<b>LICENSE NO.</b>
<b>OTHER</b>	<b>MAILING ADDRESS</b>	<b>ZIP CODE</b>	<b>LICENSE NO.</b>
<b>CONSULTING FIRM</b>	<b>MAILING ADDRESS</b>	<b>ZIP CODE</b>	<b>EMAIL ADDRESS</b>

1. The City of Newton requires a \$5,000.00 contractor's bond. This bond is required to purchase a demolition permit.
2. The demolition permit is valid for 30 days from the date of issuance.
3. It will be the contractor's responsibility to have all utilities disconnect, remove from the site all debris to a Mississippi Department of Environmental Quality approved landfill, and ensure the sewer line is capped off with a plug approved by the City of Newton, on the structure side of the property line within 5 feet of the property line. The sewer plug must be inspected by the City of Newton prior to the plug being covered.
4. If Asbestos is present, you must contact: Mississippi Department of Environmental Quality (DEQ).
5. The contractor must level lot and supply fill, if necessary, to avoid standing water, and/or erosion onto adjoining property owner.

I hereby certify that I have read and examined this application and attached sheets and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

FEES	COST	RECEIPT NO.
<b>PERMIT</b>		

**TOTAL** \$ \_\_\_\_\_

**APPLICATION ACCEPTED BY:** \_\_\_\_\_

**APPROVED OR DENIED:** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**PERMIT NO.** \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF GENERAL CONTRACTOR/AUTHORIZED AGENT (DATE)

# NEWTON MISSISSIPPI

## APPLICATION FOR SPECIAL EXCEPTION

Comes now \_\_\_\_\_ and makes application to the Building Inspector of the City of Newton Pursuant to Section 503 of the Zoning Ordinance of the City of Newton and would show unto the building Inspector The Following Facts, To-Wit:

1. The undersigned is the (owner) of the following described property located in the City of Newton, Newton County, Mississippi, To-Wit:

Said Land is presently Zoned R-2 on the official Zoning Map of the City of Newton. That under the terms of the Zoning Ordinance of the City of Newton mobile homes or modular housing may be permitted in said zone by special Exception. That Applicant desires to place on the above described real property in said Zone A (Mobile Home) (Modular Housing) or Mobile Home on said real property. That applicant will abide by all of the other regulations as are required for the placing of a single family residence on said land as provided by the zoning Ordinance of the City of Newton and agrees to abide by such other conditions and limitations as may be imposed by the Building Inspector or Mayor and Board of Aldermen of the City of Newton with regard to the placement of said mobile home on said property.

Applicant avers that said Special Exception should be granted upon the following grounds; The Applicant desire the placement of a mobile home because \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_.

I hereby certify that I have read and examined this application and attached sheets and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

\_\_\_\_\_  
SIGNATURE OF GENERAL CONTRACTOR/ AUTHORIZED AGENT (DATE)

FEES	COST	RECEIPT NO.
PERMIT		

**TOTAL** \_\_\_\_\_ \$ \_\_\_\_\_

**APPLICATION ACCEPTED BY:** \_\_\_\_\_

**APPROVED OR DENIED:** \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

**PERMIT NO.** \_\_\_\_\_

# NEWTON MISSISSIPPI

**EFFECTIVE APRIL 21, 2023**

## **WATER DEPOSITS**

5/8" METER	\$175.00
1" METER AND COMMERCIAL PROPERTY	\$200.00
2" METER	\$225.00
3" – 4" METER	\$275.00
<b>SERVICE FEE</b>	<b>\$35.00</b>

## **WATER TAP FEES**

5/8" TAP & CONNECTION	\$500.00 + \$35.00 = \$535.00
1" TAP & CONNECTION	\$750.00 + \$52.50 = \$802.50
2" TAP & CONNECTION	\$1,800.00 + \$126.00 = \$1,926.00
3" & 4" TAP & CONNECTION	Actual Cost of Materials and Labor as Determined by Public Works Director and/or Water Superintendent
OUTSIDE CITY LIMITS	\$550.00 + \$38.50 = \$588.50
1" TAP & CONNECTION	Price of Connection is Dependent on Desired Meter Size

## **SEWER TAP FEES**

SEWER TAP FEE	\$500.00
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# NEWTON MISSISSIPPI

## NEW CONSTRUCTION

FEEES SHALL BE DETERMINED BY TOTAL SQUARE FOOTAGE OF HEATED AND COOLED SPACE AT RATE OF **30 CENTS** PER SQUARE FOOT OR BASED ON VALUATION OF PROJECT, WHICHEVER IS GREATER.

## VALUATION CHART

<b>\$1,000.99 OR LESS</b>	<b>\$25.00</b> MIN FEE
<b>\$1,001.00 TO \$50,000.99</b>	<b>\$25.00</b> FOR 1 <sup>ST</sup> \$1,000.00 THEN <b>\$4.00</b> PER \$1,000.00
<b>\$50,001.00 TO \$100,000.99</b>	<b>\$50.00</b> FOR 1 <sup>ST</sup> \$5,000.00 THEN <b>\$3.50</b> PER \$1,000.00
<b>\$100,001.00 TO \$500,000.00</b>	<b>\$100.00</b> FOR 1 <sup>ST</sup> \$10,000.00 THEN <b>\$3.00</b> PER \$1,000.00

(ANY PROJECT VALUED AT **\$500,000.01** AND **HIGHER** WILL ABIDE BY SAME VALUATION AS **\$100,001.00 TO \$500,000.00**)

## REMODELING FEES

FEEES SHALL BE DETERMINED BY VALUATION CHART USED IN NEW CONSTRUCTION OR SQUARE FOOTAGE, WHICHEVER IS GREATER.

## MOBILE HOMES

FEE SHALL BE **\$50.00** FOR SINGLE WIDE HOME

FEE SHALL BE **\$100.00** FOR DOUBLE WIDE HOME

## ELECTRICAL INSPECTIONS

### RESIDENTIAL

NEW SERVICE INSTALLATION	<b>\$50.00</b> MINIMUM
REWIRE 100 AMP SERVICE	<b>\$50.00</b>
REWIRE 200 AMP SERVICE	<b>\$60.00</b>

# NEWTON MISSISSIPPI

## COMMERCIAL

NEW SERVICE INSTALLATION	<b>\$100.00 MINIMUM</b>
REWIRE 100 AMP SERVICE	<b>\$100.00</b>
REWIRE 200 AMP SERVICE	<b>\$125.00</b>
REWIRE 3 PHASE COMMERCIAL	<b>\$150.00 MINIMUM</b>

## PLUMBING INSPECTIONS

SEWER MAIN LINE	<b>\$30.00 MINIMUM</b>
REMODEL PER BATH OR KITCHEN	<b>\$30.00</b>
HOT TUB/SAUNA/ POOL	<b>\$100.00</b>

## GAS INSPECTIONS

### RESIDENTIAL

RECONNECT	<b>\$50.00 MINIMUM</b>
NEW SERVICE	<b>\$75.00</b>
NEW APPLIANCE	<b>\$50.00</b>

### COMMERCIAL

RECONNECT	<b>\$100.00 MINIMUM</b>
NEW SERVICE	<b>\$125.00</b>
NEW APPLIANCE	<b>\$100.00</b>



# NEWTON MISSISSIPPI

## SIGN PERMITS

### RESIDENTIAL/NONPROFIT

UNLIGHTED SIGN	<b>\$30.00 MINIMUM</b>
LIGHTED SIGN	<b>\$50.00 MINIMUM</b>

### COMMERICAL

UNLIGHTED SIGN	<b>\$50.00 MINIMUM</b>
LIGHTED SIGN	<b>\$100.00 MINIMUM</b>
BILLBOARD	<b>\$250.00 MINIMUM</b>
DIGITAL BILLBOARD	<b>\$500.00 MINIMUM</b>

### RE-ZONING APPLICATION FEE

FEE SHALL BE **\$50.00**

### DEMOLITION / LAND CLEARING FEE

FEE SHALL BE **\$50.00**

### SPECIAL EXCEPTION APPLICATION FEE

FEE SHALL BE **\$35.00**