

Serving Utility Companies

City of Wellington

Water:

Water Distribution 326 3011

Sewer:

Sewage Treatment 326 7031

Electric:

Electric Distribution 326 7211

Kansas Gas Service

Gas:

1 800 794 4780

Southwestern Bell

Telephone:

1 800 499 7928

Sumner Cable TV

Cable:

620 326 8989



**City of Wellington
ENGINEERING DEPARTMENT**

317 South Washington
Wellington, Kansas 67152

Phone: 620.326.3871
Fax: 620.326.8506
E-mail: engineering@cityofwellington.net

**BUILDING
IN THE
CITY OF
WELLINGTON
JURISDICTION**

*COMMERCIAL AND
INDUSTRIAL STRUCTURES*



**City of Wellington
ENGINEERING DEPARTMENT**

Tel: 620 326 3871

REQUIREMENTS FOR BUILDING COMMERCIAL AND INDUSTRIAL STRUCTURES

1) Three complete sets of plans are required on all commercial buildings and structures. One set of plans will be stamped approved and returned to the General Contractor. The other two sets will be retained by the City during construction and will be returned to the Owner within 90 days of completion of the building.

a) Building computations and specifications showing type of construction and occupancy group based on the 2003 International Building Code. Totals for square footage and occupant load based on Table 1004.1.2 of the 2003 International Building Code.

b) Plot plan

c) Floor Plan

d) Footing/foundation Plan

e) Roof plan

f) Foundation wall plan & roof sectional drawings, elevations

g) Plumbing & mechanical plans

h) Electrical plan

2) Commercial building permits require a two-week review period. Plan review fee is 65% of the permit fee.

- 3) Plot plan to show proposed paving, parking layout, street access, refuse receptacle location, drainage, screening and landscaping, sidewalks, ramps, utilities, easements, new and existing building location on property.
- 4) Contractors license issued by City of Wellington.
- 5) Fire Marshal will also review plans and approve fire protection systems, building exiting, and life safety code compliance.
- 6) All commercial and industrial buildings or structures require plans to be stamped by a licensed/registered Kansas Architect and/or Engineer.
- 7) All plans requiring a Kansas Architect's and/or Registered Engineer's stamp must have all pages of the plans stamped and signed.
- 8) Any commercial or industrial building or structure, regardless of valuation, is required to be permitted to a General Contractor, licensed by the City of Wellington.
- 9) Permit required: No building or structure regulated by code shall be erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted or demolished unless a separate permit for each building or structure has first been obtained from the building official.
- 10) Certificate of Occupancy: No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a Certificate of Occupancy.
- 11) Projects of a "minor alteration" to an existing commercial or industrial building or structure may have requirement #6 and #7 waived.

The definition of "minor alteration" will generally involve no structural changes and minor electrical, plumbing and mechanical changes. The final decision will be made by the City Engineer.

- 12) All stores (mercantile) are required to have handicapped toilet room facilities in compliance with Americans with Disabilities Act Accessibility Guidelines, ADAAG Manual. Separate facilities shall not be required in mercantile occupancies in which the maximum occupant load is 50 or less.
- 13) All eating establishments and assembly occupancies are required to have handicap toilet facilities in compliance with Americans with Disabilities Act Accessibility Guidelines, ADAAG Manual. Toilet facilities shall also be in accordance with Section 2902 of the International Building Code. See local amendment 4-301(a).31, Exceptions to Section 2902.2.
- 14) Other handicap requirements for accessibility and toilet rooms for buildings based on Table 1004.1.2 and Section 2902 of the 2003 International Building Code and the ADAAG Manual, a guide to the Americans with Disabilities Act Accessibility Guidelines, developed by the U.S. Architectural and Transpiration Barriers Compliance Board July 1998 and approved by Kansas State Statutes.

The information contained in this brochure is provided in an attempt to describe the general requirements of obtaining permits for the construction of Commercial and Industrial structures in the City of Wellington. Additional requirements may apply. You may contact the Engineering Department for further information.