

## Codes Adopted by City of Waveland

### International Codes 2018 Editions

Building Code  
Residential Code  
Mechanical Code  
Plumbing Code  
Fuel Gas Code

Private Sewer Disposal Code  
Swimming Pool & Spa Code  
Existing Building Code  
Property Maintenance Code  
Fire Code

\*Please See Ord. #375 for a complete list  
of fees, adopted appendices & local  
revisions\*

### NFPA Codes

National Electrical Code 2017 Edition

## Building Inspector Code Enforcement Officer

**Josh Hayes, CFM**

### Certifications

Residential Building Inspector  
Residential Plumbing Inspector  
Commercial Building Inspector  
Property Maintenance & Housing Inspector  
Accessibility Inspector / Plans Examiner  
ASFPM Certified Floodplain Manager

**\*\*Once your Building Permit has  
been issued, please head to the Utilities  
Department which is found on the first  
floor of City Hall.\*\***

### *Utilities Department*

For Residential, you will need to bring with you:

1. Your Warranty Deed
2. Driver's License
3. Deposit Payment (Cash, Check, or  
Credit/Debit Card)
  - a. **\$196.05** for Water & Sewer  
(add **\$75.00** if you want Gas)
  - b. IF you need new taps for  
water, sewer, or gas, it will  
be **\$428.00** per tap needed.
4. Deposit Application (in the office)

\*The Bills are processed & mailed  
Monthly.

\*The monthly base charge is \$54.35  
(for water, sewer, & garbage) & then  
\$5.00 will be charged to your account for  
every 1,000 gallons of water used.

- Water = \$20.00 + 2.25/1,000 gal.
- Sewer = \$25.00 + 2.75/1,000 gal.
- Garbage = \$9.35

\*\*If you need Gas service, then your bill  
will also include \$17.65 for the monthly  
base charge with 1,000 cubic feet of usage  
included & an extra \$1.00 per 100 cubic  
feet of usage thereafter.

During the Construction process, you will be  
billed for water usage ONLY. After all inspections  
are complete, you will be issued a Certificate of  
Occupancy from the Building Department. Once  
you receive your Certificate of Occupancy, the  
other services will be added to your account & you  
will be billed for them monthly.

**If you have any questions or concerns,  
please contact either the Building or  
Utilities Office & we will be happy to  
assist you!**



301 Coleman Ave.

## New Construction Permit & Utilities Guide

Building Permit & Inspection Office  
Phone# 228-466-2549  
Fax# 228-467-5177  
Department Website:

<http://waveland.ms.gov/departments/building-department-planning-zoning-blighted-property/>

David Draz - Office Manager/ Zoning Official  
[ddraz@waveland-ms.gov](mailto:ddraz@waveland-ms.gov)  
Jeanne Conrad – Clerk  
[jconrad@waveland-ms.gov](mailto:jconrad@waveland-ms.gov)  
Josh Hayes - Building Inspector  
[jhayes@waveland-ms.gov](mailto:jhayes@waveland-ms.gov)

Utilities & Public Works Office  
Phone# 228-467-9248  
Fax# 228-467-9845

Larry Holland – Office Manager  
[lholland@waveland-ms.gov](mailto:lholland@waveland-ms.gov)  
Marcia Ory – Utility Clerk  
[m.ory@waveland-ms.gov](mailto:m.ory@waveland-ms.gov)  
Lisa Ladner – Utility Clerk  
[lladner@waveland-ms.gov](mailto:lladner@waveland-ms.gov)  
Julie Bromwell – Utility Clerk  
[jbromwell@waveland-ms.gov](mailto:jbromwell@waveland-ms.gov)  
Eugene Thomas – Meter Reader

## ***Residential New Construction***

Present two complete sets of drawings on minimum 18" by 24" paper with a minimum ¼ scale that include:

1. A scaled site plan based on a current survey that includes location of all Existing buildings, proposed buildings, driveways, fences and all Setback of proposed buildings from Property lines.
2. Floor Plan
3. Electrical Plan including service and distribution panel location.
4. Foundation layout.
5. Drawing of typical wall and roof section, including bracing.
6. Elevation Certificate of land, existing buildings and new buildings if property is located in a flood prone area.
7. Total project cost. (If price of construction submitted to the permit office is below average construction cost as printed in the Building Valuation Data Sheet issued by ICC, the permit office will adjust cost for permitting purpose).
8. Name, current mailing address and telephone number of property owner as well as the Parcel number for the property.
9. A Mississippi Certified Architect or Engineer must stamp all plans for buildings three stories or more and all buildings in excess of 7,500 square feet.
10. When plans have been reviewed and approved by the Building Official, one copy of the plans will be returned to the contractor with the permit. This copy of the plans will be marked with the corrections and stamped by the Building Official. The approved copy of the plans must be kept on the job site at all times.

## ***Commercial New Construction***

In addition to the requirements for a "New Home", additional information will be required on the site plan.

1. All green space, parking, trees, trash containment, lighting of parking lot, mechanical equipment location and sidewalks.
2. The fire department will need location of all hydrants and their distance from buildings.
3. Location of all fire lanes, fire department connections and fire truck access lanes shall be indicated on site plan or on an additional plan.
4. A complete drainage plan designed and stamped by an engineer that indicates flow, elevations and complies with storm water management requirements of the City's ordinance.

**\*\*All permits will be issued to licensed contractors and/or sub-contractors.**

### **Remodeling/Accessory Structures**

The extent of drawings necessary to obtain a building permit for accessory structures will be such that code compliance can be assured if stick built.

Buildings that are pre-manufactured and brought into the city must have a Design Professional's stamp certifying compliance with wind requirement adopted by the city.

## **Alterations to land**

If you plan to alter your property in any way, this includes cutting of trees or filling your lot, please contact this department so we may monitor the city's needs for possible drainage improvements.

### **Trees**

City of Waveland protects certain sizes of Magnolia Grandiflora and Live Oaks trees. Check with us before you cut any trees.

### **Zoning & Floodplain Management**

The Building department is also charged with the duties of assisting clients with city zoning as well as FEMA flood zone inquiries please feel free to contact for assistance.

### **Homeowners**

A property owner who desires to construct, repair or alter his own residence is not required to be licensed. A Permit is still required. **ALL WORK MUST BE DONE IN CONFORMANCE WITH ADOPTED CODES.** Further requirements for homeowners are available at the permit office.

**\*\*All Forms & Packets required for the New Construction process can be found online on the City's Website\*\***

<http://waveland.ms.gov/>