

# BUILDING PERMIT APPLICATION

City of Grinnell, Iowa

Applicant to complete numbered spaces only.

|  |                          |                                  |            |                           |           |
|--|--------------------------|----------------------------------|------------|---------------------------|-----------|
| 1. JOB ADDRESS   |                          |                                  |            |                           |           |
| LEGAL<br>DESCR   | LOT NO.                  | BLK.                             | TRACT      |                           |           |
| 2. OWNER   |                          | MAILING ADDRESS                  |            | PHONE                     |           |
| 3. CONTRACTOR (Leave blank if n/a)   |                          | MAILING ADDRESS                  |            | PHONE                     |           |
| 4. ARCHITECT OR DESIGNER (Leave blank if n/a)  |                          | MAILING ADDRESS                  |            | PHONE                     |           |
| 5. USE OF BUILDING:  |                          |                                  |            |                           |           |
| 6. CLASS OF WORK: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMOVE |                          |                                  |            |                           |           |
| 7. DESCRIBE WORK:  |                          |                                  |            |                           |           |
| 8. <b>VALUATION OF WORK – REQUIRED FOR PERMIT TO BE PROCESSED</b>  |                          |                                  |            |                           |           |
| \$ _____   |                          |                                  |            |                           |           |
| Valuation of Materials and Labor (if completed by the owner valuation = materials x 2):  |                          |                                  |            |                           |           |
| Include if Possible but not Required:  |                          |                                  |            |                           |           |
| TYPE OF CONSTRUCTION   |                          | SIZE OF BUILDING (TOTAL SQ. FT.) |            | USE ZONE                  |           |
| OCCUPANCY GROUP  |                          | NO. OF STORIES                   |            | OFF STREET PARKING SPACES |           |
| 9. SIGNATURE OF OWNER OR AUTHORIZED AGENT  |                          |                                  |            | DATE                      |           |
| <b>The above signed acknowledges City Council approval is needed Prior to construction for any Urban Revitalization Tax Exemption.</b>   |                          |                                  |            |                           |           |
| <b>SITE PLAN</b><br>(Dimensions from property Line to Foundation)  |                          |                                  |            |                           |           |
| <b>WHEN PROPERLY VALIDATED (IN THIS SPACE) THIS IS YOUR PERMIT</b>   |                          |                                  |            |                           |           |
| PERMIT FEE   | ADD. FEES &<br>PENALTIES | TOTAL FEES                       | VALIDATION | DATE                      | RECEIPT # |

## **Required Documentation to be Included for Permit Application Project Type:**

### **New Residential Dwelling / Residential Addition**

- Site plan showing distances from property lines for each wall of the proposed structure(s)
- Architectural Plans showing foundation, floor, wall, and roof construction and details
- ResCheck or other similar analysis showing energy efficiency compliance based on 2012 IECC

### **Residential Repair / Remodel**

- If involving any change in floor plan, an existing and proposed floor plan must be submitted.

### **Residential Accessory Building (Garages) / Sheds**

- Site plan showing distances from property lines for each wall of the proposed structure(s)
- Architectural Plans showing foundation, floor, wall, and roof construction and details (for Garages)
- ResCheck or other similar analysis showing energy efficiency compliance based on 2012 IECC (If proposed to have conditioned space(s))

### **Decks:**

- Site plan showing the location of the proposed deck with aerial views from Beacon
- Dimensions of the deck accurate to 1-inch
- Details of all framing materials to be used, including post sizing and beam/header/ledger boards

### **Fences**

- Site plan showing the location of the proposed fence with aerial views from beacon
- Dimension of the fence accurate to 1-foot
- Details of the materials to be utilized, including the height of the fence itself

### **Flatwork**

- Site plan showing the location of the proposed work to be completed
- Details of the materials to be utilized

### **Swimming Pools**

- Site plan showing the location of the proposed pool, as well as the required fencing.

All Commercial and Industrial projects require architectural plans to be submitted when any element of the existing floor plan is to be altered, area is added, or any of the above projects occur.

### **Suggested method for obtaining aerial imagery for site plans:**

- Utilize Beacon website:
  - Google "Beacon Poweshiek County"
  - Click "Beacon-Poweshiek County Iowa - The Schnieder Corporation" Result
  - Enter address on search page and click search
  - Once on Beacon page for the address click the "Map" Tab towards the top of the page.
  - Click the small icon that has a printer inside of it and either print it or save as a pdf.
    - You may have to adjust the 'print setup' by clicking on the icon to the right of the printer in the last step and choose a "Map Scale" that is more zoomed in to get a result that clearly shows the individual property.