

CITY OF JEFFERSON - BUILDING PERMIT APPLICATION

Building Permit No. _____

The undersigned hereby makes application with the Building Official of the City of Jefferson, Iowa for a permit to **Erect, Reconstruct or Alter** at the address described on this application.

There is to be made a part of this application, on the **Plot Plan Form**, a scale drawing of the outline of the proposed structure in relation to the lot lines and all required dimensions of the lot and proposed structure. Before a building permit is issued, the proposed structure and lot lines must be staked and string lined so all yard requirements can be verified.

Issuance of this Building Permit will be made solely upon the representation of the undersigned applicant. The City of Jefferson assumes no responsibility for the accuracy of the information furnished, including, but not limited to, the location of property lines. The City of Jefferson retains the right to revoke a permit invalidly issued. Further, the City of Jefferson assumes no responsibility for the consequences of a permit invalidly issued, including any rights, which may accrue to adjoining property owners and other affected citizens. Applicant further states that they are familiar with the Zoning Ordinance of the City of Jefferson and that said structure will be used for the purpose herein stated and no other. **The applicant hereby acknowledges that he/she has been informed that the State of Iowa has adopted Building Codes and that compliance with all applicable Codes is a State Law and the applicant's sole responsibility. Applicants must comply with Federal, State and local erosion control regulations.**

All commercial buildings must meet ADA Requirements. **Iowa State Plumbing Code prohibits the drainage of storm water into sewers intended for sanitary sewage use only.**

Permit Required: A permit shall be obtained **before** beginning construction, alteration or repairs, other than ordinary repairs. Ordinary repairs are nonstructural repairs including painting, wall finishes, roof coverings, exterior siding replacement, repairs to plumbing, mechanical and electrical systems. A permit is required for the construction of: a new building, addition, alteration, repair or replacement, garage, accessory building, deck, porch, fences and signs. A permit is also required for: driveways, sidewalks, water and sewer service connections, excavation on any city property or city right of way, moving or relocating an existing building or structure within the corporate limits of the City of Jefferson.

Permit Application: It is very important to complete the application in detail, so that it can be processed in a timely manner. Verifying zoning requirements and permit processing may take 2 to 5 business days. You will be contacted when your permit is ready.

IOWA law requires that all owners and occupants of homes built before 1978 are informed about **LEAD-BASED PAINT** before you **renovate, remodel, or repaint**. Contact the Iowa Department of Public Health at 800-972-2026 for additional information and forms.

Diggers Hotline 1-800-292-8989

Call at least 48 hours in advance, when digging.

If you have any questions, please contact the Jefferson Building Inspection Office.

Building Inspection Office
220 N Chestnut Street
Jefferson, IA 50129

Phone: 515-386-4660
Fax: 515-386-4671
Email: bicjeff@netins.net

BUILDING PERMIT APPLICATION

Owner

Name: _____
 Address: _____
 City, State & Zip: _____

Phone: _____
 Mobile: _____
 Fax: _____

Contractor

Name: _____
 Address: _____
 City, State & Zip: _____

Phone: _____
 Mobile: _____
 Fax: _____

Project Location

Address: _____

Estimated Total Cost of Project: \$ _____ (labor and materials)

Legal Description: Lot(s): _____ Block: _____ Subdivision: _____

Unplatted Legal Description

Improvement Type:

<input type="checkbox"/> New Building	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration-Repair-Replacement
<input type="checkbox"/> Garage-Accessory Building	<input type="checkbox"/> Deck-Porch	<input type="checkbox"/> Fence
<input type="checkbox"/> Sign	<input type="checkbox"/> Water-Sewer Service Connect.	<input type="checkbox"/> Excavate City ROW/Property
<input type="checkbox"/> Sidewalk-Driveway		
<input type="checkbox"/> Other (specify)		

Brief description of project: _____

Project Information (Check all that apply)

Type of siding material: Wood Steel Masonry Other: _____

Construction Type: Wood Frame Steel Frame Masonry Other: _____

Floor Area: 1st Floor _____ sq. ft. 2nd Floor _____ sq. ft. 3rd Floor _____ sq. ft.

Basement: Finished _____ sq. ft. Unfinished _____ sq. ft.

Heating System: Electric Gas Combination Elec./Gas Geo-Thermal

Water Heater: Electric Gas Other _____

Water Service: City Service Rural Service Well

Sewer System: City Service Septic (Obtain state permit from County Sanitation Official)

Electrical System: 100 amp 200 amp other _____ amp

Temporary Electric: Yes No

BUILDING PERMIT APPLICATION

I hereby certify that the data submitted on or with this application is true and correct, that I am the owner at this address or, that for the purpose of obtaining this approval, am acting as agent in owners' behalf. **Contractors who are registered with the Secretary of State, State of Iowa, and who carry Contractors Commercial Liability Insurance of not less than \$500,000.00 will perform all work done on this project.** When approved and numbered, this application becomes a permit to build. Granting of this permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction. This permit expires if the work is not commenced within six months from the date of issue, or if the work is not completed within one year from the date of issuance. In the discharge of duties, the Building Inspector shall have the authority to enter the building, structure or premises for the purpose of inspecting the work permitted and posting notices.

I also certify that the Plot Plan attached hereto is a true representation of this lot and accurately shows all dimensions, easements, proposed and existing structures on said lot. Any deviation from this approved Plot Plan may void the related building permit, zoning approvals or waivers. I further state that all property lines have been located by myself or by a legal surveyor for the lot located at the legal description noted on this application.

Signature _____ Date _____

Print Name _____

Building Inspection Office use only.

Building Permit No. _____

Building permit fees to be collected:

Zoning _____

Type of improvement:

New Building	Fee Based on Construction Cost	
Addition	Fee Based on Construction Cost	
Alteration, Repair or Replacement	Fee Based on Construction Cost	
Garage – Accessory Building	Fee Based on Construction Cost	
Deck - Porch	Fee Based on Construction Cost	
<input type="checkbox"/> Building	(total of projects listed above)	Fee: _____
<input type="checkbox"/> Fence	\$20.00	Fee: _____
<input type="checkbox"/> Sign	\$20.00	Fee: _____
<input type="checkbox"/> Driveway/Sidewalk	\$20.00	Fee: _____
<input type="checkbox"/> Demolition	\$20.00	Fee: _____
<input type="checkbox"/> House Movers	\$20.00	Fee: _____
<input type="checkbox"/> Curb Cutting	\$20.00	Fee: _____

Service connections required – Permit Fees

<input type="checkbox"/> Water Service Line Permit	\$50.00	Fee: _____
<input type="checkbox"/> Sewer Service Line Permit	\$50.00	Fee: _____
<input type="checkbox"/> Water System Hookup	\$1000.00	Fee: _____
<input type="checkbox"/> Sewer System Hookup	\$(Variable)	Fee: _____
<input type="checkbox"/> Right-of-way excavation	\$20.00	Fee: _____
<input type="checkbox"/> Other (specify _____)		Fee: _____

TOTAL \$ _____

Permit: Issued Denied _____

Building Official _____

Date: _____

CITY OF JEFFERSON – PLOT PLAN FORM

Building Permit Number: _____

Project Location

Address: _____



A large empty rectangular box for the plot plan. In the bottom-left corner of this box, there is a north arrow symbol consisting of four arrows pointing up, down, left, and right, with the letter 'N' in the center.

NOTE: It is the responsibility of the applicant to call for utility locations before any excavation or digging. (1-800-292-8989)

BUILDING PERMIT APPLICATION

Building Official Office use only.

Building Permit No. _____

Zoning _____

Final Inspection Signatures (if applicable)

Y / N Building Official _____ Date _____ Approved
Denied

Nick Sorensen 386-4660

Y / N Water Superintendant _____ Date _____ Approved
Denied

Tom Schilling 386-2611

Y / N Sewer Superintendant _____ Date _____ Approved
Denied

Dan Moranville 386-4711

Y / N Street Superintendant _____ Date _____ Approved
Denied

Dave Teeples 386-3252

Actual Project Cost \$ _____

Initial Estimated Cost \$ _____

Total Amount Due or \$ _____

Credited \$ _____