

# Application for Building Permit

City Clerk's Office, 403 Third St, Ida Grove, Iowa 51445  
712-364-2428 [connect@idagroveia.com](mailto:connect@idagroveia.com)



***This permit must be filled out in its entirety or may be rejected. Additionally, this permit application must also be accompanied by a \$25 processing fee. The fee will be waived for concrete projects under 100 square feet.***

## Applicant Information

Permit Applicant Name:		Application Date:	
Mailing Address:		Phone:	
		Secondary Phone:	
State/Zip:			
Email:			

## Project Information

Property Owner Name:				Property Zoning:	
Property Address:				Property Use:	
Contractor:					
Legal Description:					
Front Yard Setback:		Side Yard Setback:		Rear Yard Setback:	
Detailed Description of Project:					

Buildings located in commercial zones that are or were used for commercial use must follow Iowa DNR regulation regarding demolition and solid waste disposal. Applicant's initials \_\_\_\_\_ Date \_\_\_\_\_

For additional information contact Iowa DNR Field Office in Spencer, Iowa. Phone – 712-262-4177

**NOTICE REGARDING PERMITS AND INSPECTIONS** \*This issuance of a permit based on plans, specifications and other data shall not prevent a city official from thereafter requiring the correction of errors in said plans, specifications and other data, or from preventing building operations being carried on in violation of this code or any other ordinances of the City. It shall be the duty of the person doing the work authorized by a permit to notify the city official that such work is ready for inspection. It shall be the duty of the person requesting any inspections required by this code to provide access to and means for inspection of such work. Completing this document does not constitute a permit; no work can start without approval of the completed application and issuance of all required permits. Civil penalties from \$750 to \$1000 a day can apply.

**NOTICE REGARDING LIABILITY FOR DAMAGES** \*This code (any code adopted by the City of Ida Grove) is enacted only for the purpose of securing to individuals the enjoyment of rights and privileges to which they are entitled as members of the public, rather than for the purpose of protecting any individual from harm. The City, its officers, employees or agents make no representations or warranties of any kind whatsoever, express or implied, with respect to the completeness or thoroughness of the inspections and examinations performed under this Code but said inspections are made solely to assist the owner of any building, structure, equipment and premises to meet certain minimum requirements of this Code, and to compel, if necessary, the owner to meet the minimum requirements for protection of the health, welfare and safety of persons and property. Nothing herein contained in this Code shall alleviate the owner of any building, structure, equipment and premises to make an independent inspection in order to fulfill the requirements of this Code nor shall this Code be construed to relieve or lessen the responsibility of any person owning, operating or controlling any building, structure, equipment or premises regulated herein from any damages of any person or property caused by defects or code violation. The City, its officers, employees or agents shall not be held as assuming any liability for damages to any person or property by reason of any inspections authorized by this Code or investigations, or any approvals issued herein, or for any act or failure to act in the enforcement of this Code.

**NOTICE REGARDING ACCESSIBILITY** \*Owners and operators, or their assigned agents, of buildings and facilities subject to the provisions of ADA and ADAAG are responsible for compliance with any applicable requirements contained within those documents. Plan review and inspection does not reduce or alleviate the owner's responsibility to independently meet said provisions.

**\*\*Please allow a minimum of 5 business days for processing.**

**\*\*\*Concrete projects may be subject to the following:**

<https://intrans.iastate.edu/app/uploads/sites/15/2020/03/5L-4.pdf>

<https://intrans.iastate.edu/app/uploads/sites/15/2020/02/7030.pdf>

[https://intrans.iastate.edu/app/uploads/sites/15/2020/02/7030\\_101.pdf](https://intrans.iastate.edu/app/uploads/sites/15/2020/02/7030_101.pdf)

[https://intrans.iastate.edu/app/uploads/sites/15/2020/02/7030\\_102.pdf](https://intrans.iastate.edu/app/uploads/sites/15/2020/02/7030_102.pdf)

[https://intrans.iastate.edu/app/uploads/sites/15/2020/02/7030\\_103.pdf](https://intrans.iastate.edu/app/uploads/sites/15/2020/02/7030_103.pdf)

I acknowledge that I have read this application, including the Notices Regarding Permits & Inspections, Liability for Damages, and Accessibility sections listed below, and I agree to comply with all City Ordinances, State and Federal Laws regulating building construction. I also further acknowledge my responsibility for this project until final approval by the City.

<b>SIGNATURE OF APPLICANT</b>	<b>DATE</b>

**For Office Use Only**

<b>Received By:</b>		<b>Date Filed:</b>		<b>Permit #</b>	
<b>Planning &amp; Zoning Recommendation:</b>		<b>Signature of P&amp;Z Chair:</b>		<b>Date:</b>	
<b>Signature of Board of Adjustment Chair:</b>				<b>Date:</b>	
<b>Signature of City Clerk:</b>				<b>Approval Date:</b>	
<b>Secondary Signature:</b>				<b>Approval Date:</b>	



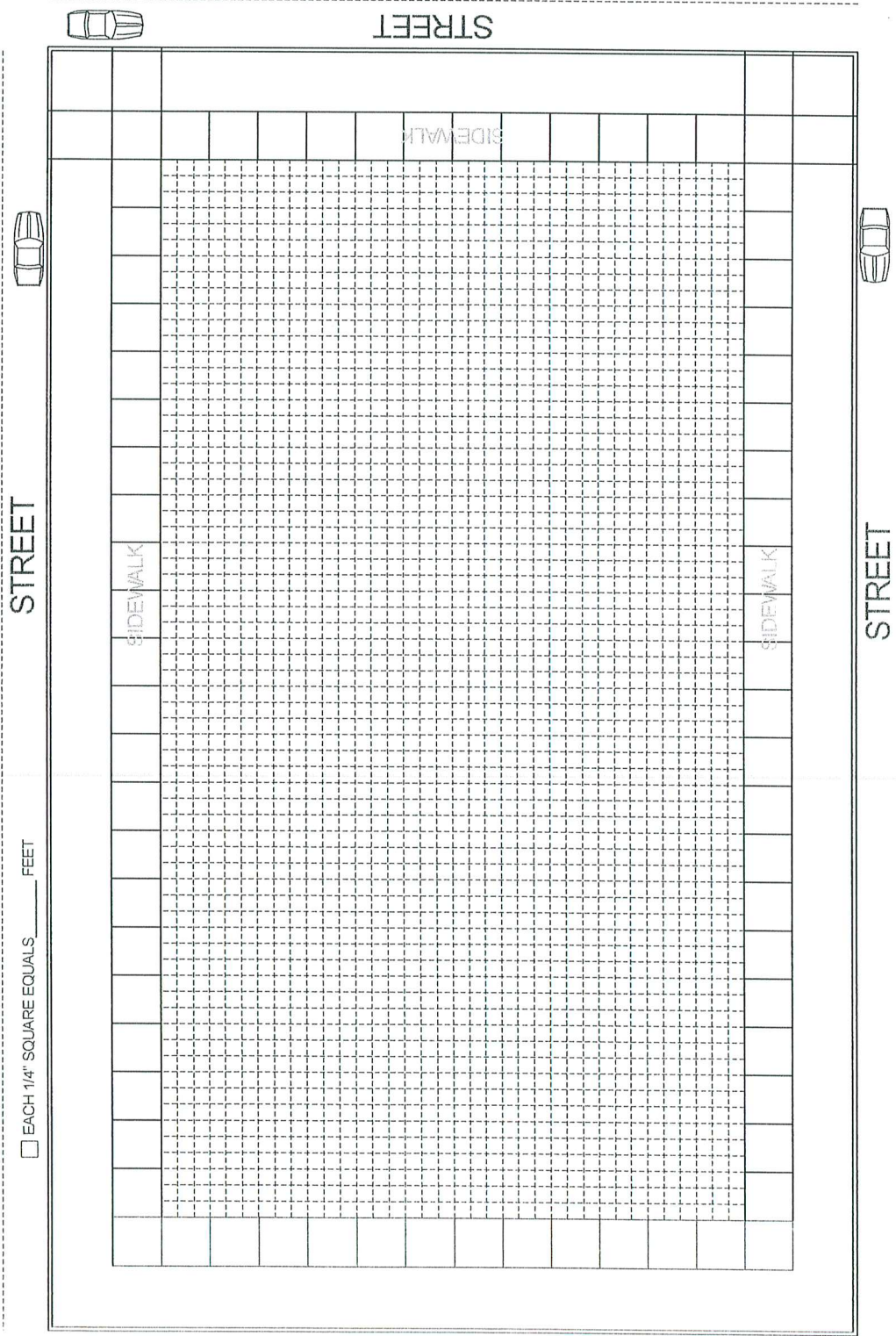
ADDRESS \_\_\_\_\_  
 PARCEL # \_\_\_\_\_  
 SUBDIVISION \_\_\_\_\_  
 LOT # \_\_\_\_\_

# SIMPLE PLOT/SITE PLAN

**IOWA ONE CALL**  
<http://www.iowaonecall.com>



☐ EACH 1/4" SQUARE EQUALS \_\_\_\_\_ FEET



**DISTRICT**

<input type="checkbox"/> R1	<input type="checkbox"/> R2	<input type="checkbox"/> R3
<input type="checkbox"/> GC	<input type="checkbox"/> HC	
<input type="checkbox"/> GI	<input type="checkbox"/> S	<input type="checkbox"/> IP

**Checklist**

<input type="checkbox"/> LOT SIZE AND DIMENSIONS
<input type="checkbox"/> LOCATION BUILDINGS, DRIVES AND WALKS
<input type="checkbox"/> BUILDING SIZE
<input type="checkbox"/> NUMBER OF STORIES
<input type="checkbox"/> NEW CONSTRUCTION OR OLD CONSTRUCTION
<input type="checkbox"/> ZONING DISTRICT
<input type="checkbox"/> PROPERTY LINES
<input type="checkbox"/> SETBACKS
<input type="checkbox"/> PLANS FOR BUILDINGS OVER 450 SQ FEET
<input type="checkbox"/> INDICATE ALLEYS LOCATION IF PRESENT

DATE RECEIVED \_\_\_\_\_  
 REVISION \_\_\_\_\_

DOCUMENT #P2201  
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