

APPLICATION FOR COMMERCIAL BUILDING PERMIT

Community Development
(515) 961-9430

City of Indianola

110 North 1st Street
Indianola, Iowa 50125

Property Information

Project Address: _____		Lot #: _____	
Legal Description: _____		Subdivision: _____	
Building Setbacks (Proposed from lot lines)		Front	Rear
		Right Side	Left Side

Applicant Information

Name: _____		Applicant is the:	
Address: _____		<input type="checkbox"/> Property Owner	<input type="checkbox"/> Contractor
City: _____	State: _____	Zip: _____	<input type="checkbox"/> Architect
Phone: _____	Email: _____	<input type="checkbox"/> Other (Describe): _____	
Company name (If different than above): _____		State Contractor Registration Number: _____	

Project Information

<p>Project Description: _____</p> <p>Project Type:</p> <p><input type="checkbox"/> New Construction <input type="checkbox"/> Remodel (Structural)</p> <p><input type="checkbox"/> Addition <input type="checkbox"/> Change of Use</p> <p>Alteration:</p> <p><input type="checkbox"/> Level 1 <input type="checkbox"/> Level 2 <input type="checkbox"/> Level 3</p> <p>Fire alarm system provided: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Fire alarm system monitored: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Fire extinguishing system <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Total number of parking stalls: _____</p> <p>Attachments Included:</p> <p><input type="checkbox"/> Site Plans <input type="checkbox"/> Building/Construction Plans</p> <p><input type="checkbox"/> Energy Docs <input type="checkbox"/> Outside Engineering Docs</p>	<p style="text-align: center;">Building Use</p> <p><input type="checkbox"/> Primary <input type="checkbox"/> Accessory</p> <p><input type="checkbox"/> Multi-Family (Over 3 Stories): # of Floors: _____</p> <p><input type="checkbox"/> Multi Use Specify: _____</p> <hr/> <p style="text-align: center;">Square Footage</p> <p>Primary: _____ Accessory: _____</p> <p>Multi-Family (Over 3 Stories) # of Dwelling Units: _____</p> <p>FT² of Each Dwelling Unit/Tennant Space : _____</p> <hr/> <p style="text-align: center;">Use of Each Tennant Space:</p> <p>Tennant 1: _____ Tennant 2: _____</p> <p>Tennant 3: _____ Tennant 4: _____</p> <p>Tennant 5: _____ Tennant 6: _____</p> <hr/> <p style="text-align: center;">Valuation of Project:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Electrical \$</td> <td style="width: 33%;">Plumbing \$</td> <td style="width: 33%; text-align: right;">Total:</td> </tr> <tr> <td>HVAC \$</td> <td>Other \$</td> <td></td> </tr> </table>	Electrical \$	Plumbing \$	Total:	HVAC \$	Other \$	
Electrical \$	Plumbing \$	Total:					
HVAC \$	Other \$						

Inspections Required

1. Footings/Setbacks – Before concrete | 2. Foundation – Forms up, rebar is in place, before concrete | 3. Tar, Tile & Gravel – Damp proofing, drain tile and gravel are complete. Prior to backfilling | 4. Electrical (Through State), Plumbing, HVAC/Mechanical | 5. Framing – After MEP Inspections. | 6. Final – After all work is completed.
24-HOUR NOTICE REQUIRED FOR ALL INSPECTIONS.

Notice:

- The City of Indianola offers a five-year tax abatement for new construction, rehabilitations, and other general improvements of residential structures. Tax abatement applications shall be filed by the property owner by February 1 of the assessment year for which the exemption is first claimed, but not later than the year in which all improvements included in the project are first assessed for taxation.
- All property lines shall be identified & marked prior to construction.
- The City of Indianola does not enforce or track covenants. It is the responsibility of the owner or owners authorized agent to be aware of and comply with any restrictive covenants, easements and location of property lines in their plat or abstract.
- Separate permits are required for electrical, plumbing and HVAC. **Electrical permitting and inspections are completed through the state.** This permit expires 180 days with an extension of 180 days when requested in writing, from the date of issuance. The undersigned warrants that he/she has reviewed and is familiar with the provisions of the building and fire codes; as set forth Municipal Code of the City and applicable zoning standards and will defend, indemnify, protect and hold harmless the City and its employees from any and all liability, from any claim or cause of action which any person may have or claim to have by reason of any actual or alleged failure on the part of the undersigned to comply with the terms and provision thereof. I agree to adhere to the plans as submitted and approved by City Staff and will provide notification of any change prior to construction.
- No building shall be occupied until a Certificate of Occupancy has been issued. A Certificate of Occupancy will NOT be issued until all inspections are completed, confirming compliance with all applicable building, fire, electrical, plumbing, HVAC/mechanical and zoning requirements. Any violation of code under which this permit has been issued is subject to MUNICIPAL INFRACTION.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Owner or owner's authorized agent: _____

Date: _____

Office Use Only

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	Date: _____
Building Official: _____		Permit No. _____