



407 Lynn Street – Tipton, IA 52772  
Phone: (563) 886-6187 Fax: (563) 886-27

OFFICE USE

Permit #: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

## BUILDING PERMIT APPLICATION

Location:

Street Address \_\_\_\_\_ Zoning Classification \_\_\_\_\_

Lot # \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_

Property Owner:

Name(s) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

General Contractor:

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Other Phone \_\_\_\_\_

Subcontractors:

Plumber: \_\_\_\_\_ Electrician: \_\_\_\_\_

Mechanical: \_\_\_\_\_ Sewer/Water: \_\_\_\_\_

Other: \_\_\_\_\_

State of Iowa License Numbers

Electrician: \_\_\_\_\_ Plumber: \_\_\_\_\_

Other: \_\_\_\_\_

Reason for Permit ☐ New Building ☐ Fence ☐ Shed

☐ Bldg. Addition ☐ Bldg. Relocation

☐ Garage ☐ Sign

Project Description: \_\_\_\_\_

Total estimated value of finished project \$ \_\_\_\_\_

Other Permits: Check here for other requested permits

☐ Tree & Shrub Planting ☐ Gas Permit & Inspection  
☐ Plumbing Permit & Inspection ☐ Electric Wiring Approval & Inspection  
☐ Fire Zone (C1, C2, M1, & M2) ☐ Water Permit & Inspection  
☐ Electric Wiring ☐ Sign Permit  
☐ Other \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Zoning Administrator \_\_\_\_\_

Date \_\_\_\_\_



407 Lynn Street – Tipton, IA 52772  
Phone: (563) 886-6187 Fax: (563) 886-2759

## BUILDING PERMIT APPLICATION

Please submit a sketch plan in support of your building permit application including:

- Applicant name.
- Legal description.
- Site Address.
- An identified scale.
- North directional arrow.
- Property line dimensions and bearing directions.
- Street(s), with street name(s), if any, on proper side(s).
- Property lines and dimensions of the lot.
- Location of main structure (if any) from lot lines.
- Location of accessory structure(s) (if any) from the main structure and lot lines.
- Location of utility or access easements.
- Detail of fence (if any). (Format: x --- x --- x --- x )
- Existing structures including decks, porches, garages, and sheds.
- Dimensions of all buildings.
- Driveways, private sidewalks, patios and retaining walls. (Engineering required for retaining walls when the height exceeds 4-ft from the bottom of the footing to the top of the wall.)
- Distances between building walls and lot lines.

If a new structure is being built or added on you will need to include in your drawing all of the details previously listed in addition to the following:

- Current zoning classification.
- Zoning setback lines.
- Official property iron pins.
- Proposed structures or additions including decks, porches, sunrooms, garages, and sheds.
- Roof overhangs.
- Sealed floor plans with designated room uses, square footage of habitable space, square footage of unfinished/storage spaces, doors and windows.
- Foundation plan showing all footings, stem walls, basement walls, slabs, foundation damp proofing material, drainage system and slab vapor barrier. Sizes, locations and cross sections showing reinforcement of each. All bearing load number from engineered girders and beams shall be noted. If engineered foundation is used or required, stamped plans shall be submitted with the permit application for approval.
- Decks and porches showing footing locations, depth and size, columns, floor and roof framing materials and connection methods throughout the entire structures.
- Location of all heating appliances and type of fuel to be used.
- Location of electrical service and panel boards.
- When requesting a water meter please include the feet of pipe from the water main and the total number of fixtures.

When the permit is issued:

- The approved set of plans, specifications and other data must be kept on the job site and protected from weather.
- Advance one day notice is required for inspection request. All contractors on job sites must maintain all required business license, contractor's license, bonds and insurances.
- The permit holder is required to review and follow the approved plans, specifications and understand all building code comments listed on the permit prior to beginning construction.
- A common rule of thumb for inspections is **"never cover anything until the City Inspector has seen it and signed off."**

**Please contact the City of Tipton's Inspector, Terry Goerdts at 319-330-9806 with permit questions**

407 Lynn Street – Tipton, IA 52772  
Phone: (563) 886-6187 Fax: (563) 886-2759

# BUILDING PERMIT APPLICATION

Applicant

Address

---

[illegible]



ESTABLISHED 1840

407 Lynn Street – Tipton, IA 52772

Phone: (563) 886-6187 Fax: (563) 886-2759

## BUILDING PERMIT PERMIT FEE SCHEDULE

| Activity/Permit    | Value of Improvement  | Fee      |
|--------------------|-----------------------|----------|
| Building Permit    | \$1 – 1,500           | \$ 50.00 |
| (residential only- | \$1,501 – 5,000       | 100.00+  |
| Commercial to be   | \$5,001 – 25,000      | 225.00+  |
| 1.5 times these    | \$25,001 – 50,000     | 250.00+  |
| Amounts)           | \$50,001 – 75,000     | 275.00+  |
|                    | \$75,001 – 100,000    | 300.00+  |
|                    | \$100,001 – 125,000   | 325.00+  |
|                    | \$125,001 – 150,000   | 350.00+  |
|                    | \$150,001 – 175,000 + | 375.00+  |

(+ Add an additional \$25.00 per every  
\$25,000 of valuation thereafter)

+ Add Plan Review Fee = 50% of permit fee

\*Add \$120.00 for inspection fee to be collected prior to issuance of permit (new construction fee total); \$30.00 per inspection for other construction.

Calculation: (City Hall Building Staff)

|                  |          |
|------------------|----------|
| Permit Fee:      | \$ _____ |
| Plan Review Fee: | \$ _____ |
| Inspection Fee:  | \$ _____ |
| Total:           | \$ _____ |

**Failure to comply with City of Tipton Regulations will result in a “STOP WORK ORDER” to address the violation AND double price of permit cost.**

**Please contact the City of Tipton’s Building Inspector, Terry Goerdts at 319-330-9806 with permit questions and for inspections.**

NOTICE: Separate permits are required for building, electrical, plumbing, heating and air conditioning, or signs. This permit becomes null and void if the work or construction authorized does not commence within 90 days, or if construction or work is suspended or abandoned for a period of 90 days at any time after work commenced.