

# BUILDING PERMIT APPLICATION

Jurisdiction of Eldridge

*Applicant to complete numbered spaces only. Date*

JOB ADDRESS  
OWNER

<b>JOB ADDRESS</b>				
<b>1</b>	LEGAL DESCR.	LOT NO.	BLK	TRACT
<b>2</b>	OWNER	MAIL ADDRESS		ZIP      PHONE
<b>3</b>	CONTRACTOR	MAIL ADDRESS		PHONE      LICENSE NO.
<b>4</b>	ARCHITECT OR DESIGNER	MAIL ADDRESS		PHONE      LICENSE NO.
<b>5</b>	ENGINEER	MAIL ADDRESS		PHONE      LICENSE NO.
<b>6</b>	LENDER	MAIL ADDRESS		BRANCH
<b>7</b>	USE OF BUILDING			
<b>8</b>	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			
<b>9</b>	Describe work:			
<b>10</b>	Change of use from			
Change of use to				

<b>11 Valuation of work: \$</b>	<b>PLAN CHECK FEE \$</b>	<b>PERMIT FEE \$</b>		
<b>SPECIAL CONDITIONS:</b>	Type of Const.	Occupancy Group	Division	
	Size of Bldg. (Total) Sq. Ft.	No. of Stories	Max. Occ. Load	
	Fire Zone	Use Zone	Fire Sprinklers Required <input type="checkbox"/> Yes <input type="checkbox"/> No	
	APPLICATION ACCEPTED BY	PLANS CHECKED BY	APPROVED FOR ISSUANCE BY	
	No. of Dwelling Units	<b>OFFSTREET PARKING SPACES:</b> Covered      Uncovered		
<p style="text-align: center;"><b>NOTICE</b></p> <p>SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, VENTILATING OR AIR CONDITIONING.</p> <p>THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.</p> <p>I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION 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. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.</p>	Special Approvals	Required	Received	Permit Fees
	ZONING			
	HEALTH DEPT.			
	FIRE DEPT.			
	SOIL REPORT			
	OTHER (Specify)			
	SEWER FEE			
	BUILDING FEE			
	PLAN CHECK FEE			
	TOTAL CITY			\$
OTHER				
WATER FEE				
ELECTRICAL FEE				
TOTAL UTILITY			\$	
GRAND TOTAL DUE			\$	

----- WHEN PROPERLY VALIDATED (IN THIS SPACE) THIS IS YOUR PERMIT -----

PLAN CHECK VALIDATION    CK.    M.O.    CASH	PERMIT VALIDATION    CK.    M.O.    CASH
--	--

CITY OF ELDRIDGE, IOWA  
CONTRACTOR REGISTRATION FORM  
2017-2018

Type of Contractor: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-MAIL Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Type of Ownership    Sole Proprietor     Corporation     LLC     Partnership

Owner (officer if corp.) \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

\* STATE OF IOWA REGISTRATION # \_\_\_\_\_

Employee or officers authorized to purchase permits as representatives for your company.  
(Please note: anyone who is not listed below will not be allowed to purchase a permit for  
your company. Also note: subcontractors shall not be considered as authorized agents.)

Name: \_\_\_\_\_ Name : \_\_\_\_\_

Name: \_\_\_\_\_ Name : \_\_\_\_\_

THERE IS A \$75.00 YEARLY REGISTRATION FEE REQUIRED FOR ALL  
CONTRACTORS. FEE DOES NOT APPLY TO ELECTRICAL, PLUMBING &  
MECHANICAL CONTRACTORS LICENSED WITH THE STATE OF IOWA

Date \_\_\_\_\_ Amount \_\_\_\_\_ CASH \_\_\_\_\_ CHECK # \_\_\_\_\_

The undersigned certifies that all the information in this statement, and all information  
furnished in support of the statements are true and complete to the best of their  
knowledge and belief. Failure to comply with the conditions of this registration will  
result in revocation of the registration and cancellation of all active permits.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

LICENSE AND PERMIT BOND

KNOW ALL MEN BY THESE PRESENTS: That.....

Address.....as principal, and.....

as surety, are held and firmly bound unto the CITY OF ELDRIDGE, IOWA in the penal and full sum of.....Thousand Dollars, (\$.....), for the payment of which well and truly to be made we do hereby jointly and severally bind ourselves, our heirs, executors, administrators, personal representatives, successors and assigns.

The conditions of the above obligation are such that, whereas the above bounden principal has applied for a license permit, or certificate to engage in the business or occupation of.....in Eldridge, Iowa, which license, permit, or certificate must be obtained or renewed yearly hereafter;

NOW, THEREFORE in consideration of said license, permit, or certificate now or hereafter being granted, issued or renewed, said principal shall:

- 1. Indemnify and save harmless the City of Eldridge, its officials, employees, and any members of any applicable Examining or License Board and their successors, from and on account of any and all judgments, claims, demands, losses, costs, expenses, or liabilities of any kind whatsoever which said City and any or all of the persons above enumerated may sustain or which may be recovered from it or them, from or by reason of the issuance of each such license, permit, or certificate, or by reason of any act, neglect or thing done under or by virtue of the authority given in any such license, permit, or certificate, or in any way connected with, relating to, or growing out of any work performed by said principal, his or its agents and employees, or any sub-contractor or anyone in any way under his or its supervision and direction.
- 2. In all respects be bound hereby to any and all applicable requirement and provisions required to be in this bond by existing and hereafter existing ordinances, rules and regulations of the City of Eldridge, and other laws, the same as though such requirements and provisions were fully set forth in this bond, and by reference such requirements and provisions are made a part hereof;
- 3. Comply with and faithfully observe and obey all applicable rules, regulations, and ordinances of the City of Eldridge now or hereafter existing and all other applicable laws now or hereafter existing affecting or relating to the carrying on of such business or occupation.
- 4. Pay all damages or loss that may occur from any act, neglect, or carelessness of said principal, his or its agents or employees, anyone under his or its supervision or direction, or any subcontractor, from such work pertaining to said business or occupation, or from poor or defective work or material;
- 5. Properly perform and execute and fully protect any and all work of such business or occupation undertaken by principal or under his or its direction and supervision, or by any agent or employee, or by any subcontractor.
- 6. Pay any penalties that may be imposed during the period of any such present and future permit, license or certificate.

Compliance with all and several of the above enumerated items shall make this bond void. Otherwise, it shall remain in full force and effect within the City of Eldridge, Iowa. This bond is and shall be given effect as a yearly bond in the above stated amount for each yearly license, permit, or certificate, now or hereafter issued to principal, the same as though a separate bond for each such present and future license, permit, or certificate year or period had been executed notwithstanding this is a continuing bond until canceled by notice. The surety shall have the right to cancel this bond for future liability upon sixty (60) day notice to the City of Eldridge in writing.

IN WITNESS WHEREOF, we have hereunto set our hands

this.....day of....., 20.....

.....  
PRINCIPAL

.....  
SURETY

.....  
ATTORNEY-IN-FACT

## GENERAL CONTRACTORS

### Plan Review

Two sets of plans must be submitted along with a site plan and a completed permit application form in order to begin the plan review process. One set of plans with any notes will be returned to the general contractor when the permit is issued.

Plans must include a floorplan with proper labeling and measurements; a foundation plan showing all footings; a wall cross-section; and elevations from all four sides. Commercial projects other than upfits must be designed by an architect or engineer and sealed and must be accompanied by a design information data sheet.

### Permits

Upon completion of the plan review process, permits will be available for issuance. No inspections will be performed prior to permit issuance. Work begun without a permit may result in a fine of an amount equivalent to the permit fee (double fee). All contractors must be properly licensed and bonded to work within the City of Eldridge before a permit may be issued.

### Required Inspections

<b>Building</b>	<b>Electrical</b>	<b>Plumbing</b>	<b>Mechanical</b>
Footings	Underground Electrical	Underground W/S	Under-Slab (water piping)
Foundation	Underslab Electrical	UnderSlab W/S	Rough-In
Slabs	Service/Temp Service	Gas Piping	Final
Framing	Rough-In	Rough-In	
Insulation	Final	Final	
Deck Framing			
Final			

Other inspections may be required based upon the specific nature of the job, i.e., fire-rated assemblies, etc. Contractors performing the work are required to provide access to the work for inspection, i.e., ladders, lock codes, etc.

Following are the conditions which must be in place for the above required inspections. Please be aware that any work not inspected as required by law is not performed legally and therefore is not protected by contract and does not require payment nor can it be liened against the property.

## ADDITIONAL INFORMATION

Please note the following items must be adhered to during the construction of all single family dwellings:

### Smoke Detectors

Smoke detectors are required in all sleeping rooms, immediately outside of sleeping rooms, on each story including basements and habitable attics, and must be dual sensor type, hard-wired with battery backup and be interconnected. They should be located per manufacturer's instructions and always be at least 4 in. from corners and from ceilings if wall mounted. In cathedral or peaked ceilings, they must be located in the area above where it measures 3 ft. from finished surface to finished surface (see below).

### Carbon Monoxide Detectors

Carbon monoxide detectors must be located immediately outside of all sleeping areas in homes with fuel fired appliances or attached garages. They must be listed as complying with UL 2034 and be located according to manufacturer's installation requirements. Combination smoke detector/carbon monoxide detectors are allowed.

### GFCI Receptacles

All receptacles located within 6 ft. of sinks, tubs, or other water vessels, in basements, garages and outside must be GFCI protected.

### Erosion Control

Property owners are required to install erosion control measures to keep streets, curbs and gutters free of soil and muddy run-off. It is recommended that a gravel entrance driveway be installed to keep truck traffic from tracking into streets and that a silt fence be installed to control run-off onto other properties and streets. The Department of Environment and Natural Resources may fine owners found to be in violation of state erosion control laws.

### Sump Pump

Sump pump discharge may NOT be piped into the sanitary sewer. Please consult with the Building Inspections Dept. on your discharge options.

## Inspections

Required inspections must be called for 24 hours in advance and there is no charge for cancellation.

Below is a list of required inspections:

## Addressing

911 Addresses must be posted at the time of final inspection in order to pass inspection.

## Finish Grading

Finish grading must maintain an 8" clearance to any non-foundation walls including poured patios and driveways. Grade must slope away from the structure at a minimum of 6" within the first 10 feet.