



515 Clark Avenue
Ames, IA 50010
Phone 515.239.5153
Fax 515.239.5404
inspections@cityofames.org

ADDITION

SUBMITTAL DOCUMENTS

- Building Permit Application
- Site plan showing:
 - All buildings on the property
 - Distance to all property lines from the buildings
 - Any easements on the property
- Detailed building plans showing:
 - Footing/Foundation details* (below)
 - Dimensioned floor plan showing doors and windows with all rooms labeled as to use
 - If creating a new bedroom, show location and size (net clear opening - height and width) and dimension from window sill to finished floor of all egress windows
 - Flooring detail: joist type – trusses or dimensional lumber, size and spacing, sheathing material
 - Roofing detail: trusses or stick-framed, size and spacing of ceiling joists and rafters, sheathing material
 - Wall section with size and spacing of framing members
 - Stairway detail, if applicable - width, rise, and run dimensions
 - Handrail detail, if applicable - shape and mounting height
 - Guardrail detail, if applicable - height and spacing
- Additional Homeowner Permit Applications, if owner-occupant intends to perform any electrical, mechanical, or plumbing work
- A Certificate of Appropriateness may be required if the property is in the Historical District (application materials are available through the Department of Planning and Housing)
- Additional information as necessary to ensure safe and code compliant construction – you will be informed of any required additional information when your application and plans are reviewed*

***FOOTING/FOUNDATION OPTIONS:**

- Continuous 8 inch x 16 inch footing, 42 inches minimum depth below grade with an 8 inch foundation wall, or –
- Continuous trench footing 8 inches wide, 42 inch minimum depth below grade (for a single story wood framed structure with spans not exceeding 16 feet), or –
- Engineered footings (piers)



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BUILDING PERMIT APPLICATION

Project Address _____

Project Description _____

Project Square Feet _____ Project Valuation (Required) _____

Note: The Project Valuation shall include total value of work, including materials and labor, for which the permit is being issued, including electrical, gas, mechanical, plumbing equipment and permanent systems. If, in the opinion of the Building Official, the valuation is underestimated on the application, the final building permit valuation shall be set by the Building Official.

Applicant is: Property Owner Tenant Contractor Architect Engineer

Name _____ Phone _____

Company _____ Email _____

Mailing Address _____

If contractor, provide property owner or tenant name _____

If contractor, provide Iowa Division of Labor Contractor Registration No. _____

Subcontractors who will also work on this project:

Electrical _____ Plumbing _____ Mechanical _____

Applicant Signature _____ Date _____

FOR OFFICE USE

Examiner Notes _____

Approved by _____ Date _____ Permit No _____

STREET

80 FT

5' PUBLIC UTILITY EASEMENT



25'

35'

15'

PROPERTY LINE

HOUSE

50'

10'

60'

10'

120 FT

DECK

10'

12'

45'

12'

STORAGE SHED

5'

10'

5'

SAMPLE SITE PLAN

INSPECTIONS DIVISION

