



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

BASEMENT FINISH

SUBMITTAL DOCUMENTS

- Building Permit Application

- Dimensioned floor plan showing:
 - All rooms labeled as to use including all doors and windows
 - Location of all egress windows
 - Specifications of all egress windows (net clear opening – height and width, distance from finished floor to finished sill)
 - Existing stairway location with rise, run and headroom clearance dimensions
 - If new stairs, provide:
 - Stair width, rise, and run dimensions
 - Handrail detail - profile shape and mounting height
 - Guardrail detail - height and spacing
 - Finished ceiling height listed
 - Wall section with size and spacing of framing members
 - Location of existing and/or proposed furnace, water heater, and electrical panel
 - Location of existing and/or proposed plumbing fixtures with clearances shown

- Additional Homeowner Permit Applications, if owner-occupant intends to perform any electrical, mechanical, or plumbing work

- 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*



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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 _____