EXTERIOR STAIRWAY

SUBMITTAL DOCUMENTS

☐ Building Permit Application

☐ Site plan showing:
  ▪ All buildings on the property
  ▪ Distance to all property lines from the buildings
  ▪ Location of proposed stairway
  ▪ Any easements on the property

☐ Construction plans showing:
  ▪ Plan view of stairway
  ▪ Type of materials
  ▪ Framing details - size and spacing of posts, stringers, floor joists at landings
  ▪ Method of attachment to the house or deck (size and spacing of fasteners)
  ▪ Type of fasteners (e.g. hot dipped galvanized steel, stainless steel, silicon bronze, or copper) if using pressure preservative wood
  ▪ Width, rise, and run dimensions
  ▪ Handrail detail - profile shape and mounting height
  ▪ Guardrail detail - 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
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 ____________________________________________________________

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Approved by __________________________ Date ______________ Permit No _____________
SAMPLE SITE PLAN

INSPECTIONS DIVISION