



407 Lynn Street
 Tipton, IA 52772
 (563) 886-6187
 (563) 886-2759 FAX

CITY OF TIPTON APPLICATION FOR BUILDING PERMIT

1. Location

Street Address _____ Zoning Classification _____

Lot Number _____ Block _____ Addition _____

2. Property Owner

Name _____ Telephone _____

Address _____

3. Contractor

Name & Address _____ Telephone _____

4. Architect

Name & Address _____ Telephone _____

5. Reason for Permit

New Building Fence Conversion of Use
 Bldg. Addition Bldg. Relocation Old
 New Outbldg. Sign New

6 Building Use _____

7. Residence # of families or housekeeping units the building will accommodate _____

8. Construction Type _____ Cost _____
 Excluding Land

9. Dimensions

Floor Sq. Ft. _____ Height from Final Grade _____ Lot Sq. Ft. _____

Depth of Yard: Front _____ Sides _____ Rear _____

Off Street Parking Spaces _____

Sign Dimensions and Square Feet _____

10. Indicate who will do the following tasks:

	Self	Licensed Installer
Electric Wiring Installation	_____	_____
Plumbing Installation	_____	_____
Gas Installation	_____	_____
Water Installation	_____	_____
Sanitary Sewer Installaton	_____	_____

11. Other Permits: Check here for other permits you or the contractor will be requesting

<input type="checkbox"/>	Tree & Shrub Planting	<input type="checkbox"/>	Gas Permit & Insp.
<input type="checkbox"/>	Excavation & Curb Cut	<input type="checkbox"/>	Plumbing Permit & Insp.
<input type="checkbox"/>	Fire Zone (C1, C2, M1, & M2)	<input type="checkbox"/>	Water Permit & Insp.
<input type="checkbox"/>	Electric Wiring	<input type="checkbox"/>	Sign Permit
<input type="checkbox"/>	Electric Wiring Approval & Insp.	<input type="checkbox"/>	

_____ Signature of Applicant	<input type="checkbox"/> <input type="checkbox"/>	Approved Denied	_____ Zoning Administrator
Permit Fee _____ (make check payable to City of Tipton)		Date _____	



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CITY OF TIPTON

BUILDING PERMIT APPLICATION SITE PLAN

APPLICANT _____

ADDRESS _____

Please submit below, a sketch plan in support of your building permit application, showing the actual shape and dimensions of the lot on which construction will take place

1. Show street(s), with street name(s), if any, on proper side(s).
2. Show property lines and dimensions of the lot.
3. Show location of main structure (if any) from lot lines.
4. Show location of accessory structure(s) (if any) from the main structure and lot lines.
5. Show location of utility or access easements.
6. Show detail of fence (if any). (Format: x — x — x — x)

A large rectangular area filled with a fine grid of small squares, intended for the applicant to draw a site plan sketch. The grid is approximately 30 units wide and 40 units high.

CITY OF TIPTON

BUILDING PERMIT INSTRUCTIONS

The following information is provided to assist the applicant in completing the application form and obtaining the permits required to build within the City of Tipton. All blanks must be completed with the required information, or certified as not applicable by the nature of the project.

All building permits will have a street address. If none currently exists, the Zoning Administrator will assign one.

If the property owner is acting as the general contractor or architect, so indicate. CAUTION: The project may require design and structural specification approval by a State of Iowa Licensed Architect.

Item 6. Write a short description of the intended use of the building or construction project.

Examples: Single-family dwelling, multi-family dwelling, garage, retail store, commercial storage, etc.

Item 8. Write a short description of the type of construction and the estimated value of the finished project, not including the land. *Examples: Floating concrete slab, steel frame and sheeting, concrete basement foundation, wood frame and vinyl siding, asphalt shingle roof, etc.*

Item 11. Other permits or approvals needed must be obtained and signed by the issuing City Official, or you must certify the permit is not required by the nature of the project. Contact City Offices for all permits needed (Office Hours are 7:30 a.m. to 4:30 p.m., M-F)

ITEM	ISSUED BY
Tree & Shrub Planting	Public Works Director
Excavation & Curb Cut	Public Works Director
Fire Zone (C1, C2, M1, M2)	Fire Chief
Electric Wiring	Electric Superintendent
Electric Wiring Approval & Permit	Electric Superintendent
Gas Permit & Inspection	Gas Superintendent
Plumbing Permit & Inspection	Public Works Director
Water Permit & Inspection	Public Works Director
Sign Permit	Zoning Administrator
Underground Utilities Locate	IOWA ONE CALL (800 292-8989)

The IOWA ONE CALL registration number is also required on excavation and tree permits. The call is good for 10 working days, but may eliminate conflicts when planning the work. Excavation beginning after 10 days requires a relocate call giving the original locate number.

Any new, change in use, altered, renovated, or relocated building requires a Certificate of Occupancy prior to being occupied. The form required to obtain this certificate is attached for your convenience.

A period of two weeks shall be allowed for inspection of plans before a permit shall be issued. No permit shall be issued until all applicable permits are acquired and approved.

All dimensions shown on the plans relating to the location and size of the building site lot shall be based upon actual survey.

Expiration of the building permit: If the work described in any building permit has not begun within 90 days from the date of issuance, check with the Zoning Administrator on the status of the permit.



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CITY OF TIPTON BUILDING PERMIT APPLICATION SITE PLAN INSTRUCTION SHEET

(Do not use This Form, Use the Form on the back of the Application)

APPLICANT _____

ADDRESS _____

SAMPLE

Please submit below, a sketch plan in support of your building permit application, showing the actual shape and dimensions of the lot on which construction will take place

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Example:

