

City of Sioux Center, Iowa



Building Permit

For All Construction

Prepared by:
Code Enforcement Department
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Signatures Required

Owner’s Signature on pages 3,4,5,7,8,9,10

Contractor’s Signature on pages 3,4,5

If the above listed pages are not signed than permit will not be issued.



City of Sioux Center

Application for Building Permit

Please provide as much of the following information as possible.

Building Address _____

Subdivision _____

Lot _____ Block _____

Lot size _____ Zone _____

Owner's Name _____

Address _____

City, State, Zip _____

Phone (Home) _____

Other (Cell/E-mail) _____

Contractor's Name _____

Address _____

City, State, Zip _____

Phone (Office) _____

Other (Cell/E-mail) _____

Fax _____

Registration/License Number _____

Who will pay for the Permit?

Owner _____ Contractor _____

Brief Description of Work and Cost of Project:

Who is installing your:

Electricity- _____

Plumbing- _____

Heating and Air- _____

Type of Permit:

Residential Building

Commercial Building

Remodeling a Building

****SUPPLY A PLAN OF THE PROPOSED PROJECT DRAWN TO SCALE!****

**** ALL OWNER & CONTRACTOR SIGNATURES MUST BE COMPLETED****

Code Administrator Use Only:

New Construction and Additions:

Provide a list of windows and doors, including brand name, type, and U-values.

Areas:

- Main floor square feet _____
- 2nd story square feet _____
- Garage square feet _____
- Attached? Yes _____ No _____

Basement:

- Finished square feet _____
- Unfinished square feet _____

Ceiling Insulation:

- Standard: Square feet _____
- R-Value _____

Wall Insulation:

- Length of 1st floor insulated wall _____ ft. Height _____ ft.
- Wall type _____ R-Value _____
- Square feet of joist space _____
- R-Value _____

- Basement insulated wall
Length _____ ft. R-Value _____
Un-insulated length _____ ft.
- Basement wall height _____ ft.
Depth below grade _____ ft.
- Indicate any changes in wall insulation values on the plans.

Outside:

- Deck/Patio/Porch:
Type _____ Square Feet _____
- Lawn sprinkler system: Yes/No _____

Appliance Efficiency:

- Furnace AFUE (Annual Fuel Utilities Efficiency) _____
- Air Conditioner SEER (Seasonal Energy Efficiency Ratio) _____

Slab Floor Insulation:

- Perimeter (Length of slab edge) _____ ft. Depth of insulation _____ in.
R-Value _____



Permit Regulations

No permit will be issued until utilities are to the lot, unless contractor and homeowner agree to build with out utilities. Utilities will not be installed to lot until rough grade (grade within 6 inches of final grade) has been established.

No services to the house will be installed until rough grade as been established.

No premises shall be occupied until a Certificate of Occupancy has been issued by the Code Enforcement Director.

Required Inspections Include, but not limited to: 1-Footing; 2-Foundation; 3-Framing, Rough-In Electrical, Plumbing, and Mechanical; 4-Final. To Schedule Inspections call 722-0761 or 441-2073.

The issuance of this permit is for the work specified in the application filed. Therefore any unauthorized changes or alterations from the aforesaid application or plans will render this permit null and void. All corrections or alterations noted in any addendums issued by this department shall be made a part of the approved plans and shall be performed and incorporated into the work.

The issuance of this permit shall not be construed as approval to violate any City Ordinance or City Code adopted by the City of Sioux Center.

If any of the above listed Inspections are not scheduled at the appropriate time, you will forfeit 25% of your deposit fee for every inspection that is not scheduled.

The permit is valid for **one year**. If not completed in one year you will forfeit 10% of your deposit fee every 30 days until the permit is finalized, unless you file for an extension. The extension will only be good for 180 days and you will be allowed two extensions per permit.

I, _____, *the owner have read the Permit Regulations and agree to adhere to them.*
(owner's name)

I, _____, *the contractor have read the Permit Regulations and agree to adhere to them.*
(contractor's name)

Other Building Code Information:

- Egress: All sleeping areas must be provided with egress directly to outdoors by either a door or an approved window, which meets egress requirements.
 - Smoke Detectors: In new construction, or when work requiring a permit occurs, smoke detectors shall be installed in the living unit in the following manner. In dwelling units, smoke detectors must be installed in every sleeping area and every area giving access to a sleeping area. They shall receive their power from the building wiring and shall have a battery backup. When more than one smoke alarm is required, the alarm devices shall be interconnected in such a manner that the actuation of one alarm will activate all of the alarms.
 - Tempered Glass is required in:
 - Any window that has a pane of glass greater in area than 9 square feet and the lower edge of the glass is within 18 inches of the floor.
 - Any window that is part of a wall enclosing a tub or shower and the lower edge of the glass is within 60 inches of the standing surface.
 - Any window adjacent (within 36 inches) to stairways and landings and the lower edge of the window is within 60 inches of the walking surface.
 - Any window that has sill higher than 72 inches above grade and lower than 24 inches above finish floor.
- Any window within 60 inches horizontally in any direction of the bottom tread of a stair and the lower edge of the glass is within 60 inches of the top of the tread.**

**APPLICATION FOR WATER SERVICE
SIOUX CENTER MUNICIPAL UTILITIES**

This agreement it made and entered into this _____ day of _____, 20____, by and
(day) (month) (year)
between the City of Sioux Center, Iowa, hereinafter called Utility, and _____
(owner)
of Sioux Center, Sioux County, Iowa, hereinafter called Consumer:

WITNESSETH:

- 1. That the undersigned hereby makes application for water service to a new structure located at _____, Sioux Center, Iowa.
(address)

Water service size _____

Water meter size _____

Said Structure is to be used for:

- Family Dwelling
- Apartment
- Institutional Business
- Commercial Business
- Industrial Business
- Bioscience/Research Business

- 2. That the Consumer agrees to pay for said services as bills are rendered therefore in accordance with the rates, rules and regulations of the Utility in effect at the time of delivery. Said rate, rules and regulations are by this reference made a part of hereof.

IN WITNESS WHEREOF, the parties hereto have signed their names this _____ day of _____, 20____.
(month) (year) (day)

Utility Representative

Consumer Signature

Builder



APPLICATION FOR ELECTRIC AND GAS SERVICE SIOUX CENTER MUNICIPAL UTILITIES

This agreement it made and entered into this _____ day of _____, 20____, by and
(day) (month) (year)
between the City of Sioux Center, Iowa, hereinafter called Utility, and _____
(owner)
of Sioux Center, Sioux County, Iowa, hereinafter called Consumer:

WITNESSETH:

1. That the undersigned hereby makes application for electric/gas service to a new structure located at _____, Sioux Center, Iowa.
(address)

Said Structure is to be used for:

- Family Dwelling
- Apartment
- Institutional Business
- Commercial Business
- Industrial Business
- Bioscience/Research Business

2. That the Consumer agrees to pay for said services as bills are rendered therefore in accordance with the rates, rules and regulations of the Utility in effect at the time of delivery. Said rate, rules and regulations are by this reference made a part of hereof.
3. The undersigned also certifies that said structure will meet the Energy Conservation Standards of Iowa Administrative Code Rule 250-19.9(5) and Rule 250-20.12(476).

IN WITNESS WHEREOF, the parties hereto have signed their names this _____ day of _____, 20____.
(month) (year) (day)

Utility Representative

Consumer Signature

Builder

Dear Sioux Center Municipal Natural Gas Utility Customer:

The Sioux Center Municipal Natural Gas Utility is required to give you the option of installing an excess flow valve on your new natural gas underground service line. We offer an excess flow valve as your option in response to a federal regulation requiring us to make them available to any new or replaced natural gas service lines. The effective date of this regulation was February 3, 1999. As part of the regulation, any customer desiring installation of this device, the customer must agree to pay all installation costs including materials and labor. The customer cost associated with the initial installation of the excess flow valve is \$60.00

What is an Excess Flow Valve? An excess flow valve is a device designed to restrict gas flow in a customer's natural gas service line by automatically closing in the event that a service line is broken, completely cut, torn apart or otherwise separated, usually caused by some type of excavation or digging. A natural gas service line is the pipe running underground through the customer's yard from the gas main, usually in the street or backyard easement, to the customer meter. Restricting gas flow after a gas service line is damaged may decrease the potential for property damage and/or injury.

Customer Responsibilities. If a customer requests installation of an excess flow valve, and agrees to pay the cost at the time of installation, our Gas Utility Department will perform the installation.

The customer must also agree to pay any and all future maintenance costs associated with an excess flow valve including:

- a. Excavation costs for valve removal and/or replacement
- b. Pavement and/or landscaping replacement associated with any necessary excavation.
- c. All associated material and labor costs.

Additional Information:

1. Installation of an excess flow valve is not mandatory. It is a customer's choice.
2. An excess flow valve will not protect against the following events:
 - a. Customer appliance gas leaks
 - b. Small gas service line punctures
 - c. Gas meter set leaks
3. The Gas Utility Department makes no express or implied warranty for continued proper excess flow valve operation under normal use condition and/or false valve closure under any gas system operating conditions.

The Sioux Center Municipal Natural Gas Utility gives a high priority to providing you with a safe, reliable supply of natural gas. If you have questions or would like additional information about excess flow valves, we would be pleased to visit with you about this device. Please call the Sioux Center Municipal Natural Gas Department at 722-0761.

**SIOUX CENTER MUNICIPAL NATURAL GAS DEPARTMENT
CUSTOMER SELECTION FORM FOR
EXCESS FLOW VALVE**

Name: _____ Date: _____

Address: _____

_____ YES, I desire an excess flow valve installation on my natural gas service line for a cost to me of \$60.00 and I also agree to pay all future maintenance costs, if any, associated with the excess flow valve.

_____ NO, I decline the offer to install an excess flow valve on my natural gas service line.

Letter made available to Natural Gas Customer by:

Employee: _____ Date: _____

CUSTOMER OWNED UNDERGROUND PIPING

The Sioux Center Natural Gas Utility would like to inform all customers of federal regulations concerning buried natural gas lines owned by the customer and located downstream of the natural gas meter. Please understand that:

- Improperly maintained buried piping may corrode or leak
- Buried piping should be periodically inspected for leaks or corrosion
- Any unsafe conditions should be repaired immediately
- Any excavation near buried gas pipe must be done with care

Each customer is responsible for maintaining their own piping but we will assist any customer in locating and identifying each pipe.

If you have any questions or would like any additional information, please contact the Sioux Center Municipal Natural Gas Department at the City Office, 722-0761.

Customer Signature

Date

Witness

UTILITY EASEMENT PLANTING AGREEMENT SIOUX CENTER MUNICIPAL UTILITIES

This agreement it made and entered into this _____ day of _____, 20____, by and between
the City of Sioux Center, Iowa, and _____ at the location of _____
of Sioux Center, Sioux County, Iowa.

Utility easements, which have been designated as such, are reserved for the installation of any and all utilities approved by the City of Sioux Center City Council. If a property owner plants trees, flower, shrubbery, hedges, gardens or any other plantings, which may hinder the ability of the utility maintenance personnel from installing, servicing, repairing or maintaining the existing utilities, the following conditions shall apply:

1. All utility department easement rights to enter, maintain, repair or install utilities in the designated easement shall be preserved.
2. All plantings that exist in the easement area are the responsibility and liability of the property owner. Any damage caused to a utility facility by such plantings, (falling branches, root growth, etc.) shall be responsibility and liability of the property owner.
3. All plantings in the easement are subject to removal if and when they interfere with installing, maintaining, service or repairing existing utility facilities.
4. All expenses for removal and replacement of plantings in an easement caused by maintenance, repair or installation of utility facilities shall be the responsibility of the property owner.
5. The Sioux Center Municipal Utilities shall in no way be held liable for damage for removal of any planting within or encroaching upon the utility easement resulting from the installation, maintenance or repair of utilities within the designated easement.

This agreement is made to assure that property owners are made aware of the risk, responsibility and liability assumed whenever planting occurs with in or near a designated utility easement. We strongly discourage planting of trees in designated utility easements.

IN WITNESS WHEREOF, the parties hereto have signed their names this _____ day of _____, 20____.
_____, _____
(month) (year) (day)

Utility Representative

Property Owner

UTILITY EASEMENT CONCRETE AGREEMENT SIOUX CENTER MUNICIPAL UTILITIES

This agreement it made and entered into this _____ day of _____, 20____, by and between
the City of Sioux Center, Iowa, and _____ of Sioux Center, Sioux County, Iowa.
(day) (month) (year) (owner)

This agreement affects the property described as _____.
(address)

Whereas, the parties agree that utility easements which have been designated as such have been reserved for the installation of any and all utilities. This agreement is made to assure that property owners are made aware of the risks and responsibilities whenever a decision is made to place concrete within or near a utility easement.

Therefore, the parties agree that if the undersigned property owner places concrete within a utility easement, which may hinder the ability of city utility personnel or contractors hired, by the city from installing, replacing, repairing, or maintaining utilities, the following conditions shall apply:

1. All utility departments shall retain the right to install, replace, repair, or maintain utilities in the utility easement.
2. The property owner shall be liable for the costs of any damage to a utility caused by the placement of concrete or any work associated with such placement.
3. All concrete in the easement area shall be subject to removal if and when it becomes necessary to install, replace, repair, or maintain utilities.
4. The property owner shall bear all expenses for removal, repair and/or replacement of concrete in or near an easement during installation, replacement, repair, or maintenance of utilities.
5. The City of Sioux Center shall in no way be held liable for damage to any concrete within or near the utility easement due to the installation, replacement, repair, or maintenance of utilities within the utility easement.
6. Each and every covenant herein shall be binding on the respective parties, their heirs, successors and representatives.
7. Nothing in this agreement shall be construed to give up or convey any of the rights of the City of Sioux Center in the utility easements located on the above described property.

IN WITNESS WHEREOF, the parties hereto have signed their names this _____ day of _____, 20____.
(month) (year) (day)

Utility Representative

Property Owner

TEMPORARY POWER REQUIREMENTS

- Minimum 100 amp capacity
- All 120 volt outlets must be GFCI protected
- Service conductors for 100 amp must be either 4-wire 1/0 AWG aluminum or 2 AWG copper or SOW cord
- On SOW, strip outer covering about 1 foot
- Cabinet must be weatherproof
- Provide a meter socket
- Minimum service conductor length is 10 feet
- Service conductor length is not limited

REQUIREMENTS FOR EMERGENCY ESCAPE AND RESCUE OPENINGS

International Residential Code Section R310

Every basement needs to have an emergency escape and rescue opening. If basement is finished off with sleeping rooms, than every sleeping room needs to have an emergency escape and rescue opening.

An emergency escape and rescue opening can be a window or door.

Egress Window: A window that opens directly to the exterior of the building.

Specific Requirements

- Minimum opening area for below grade = 5.7 square feet or 820.8 square inches
- Minimum opening area for above grade = 5 square feet
- Minimum opening height = 24 inches
- Minimum opening width = 20 inches
- Maximum sill height = 44 inches from floor

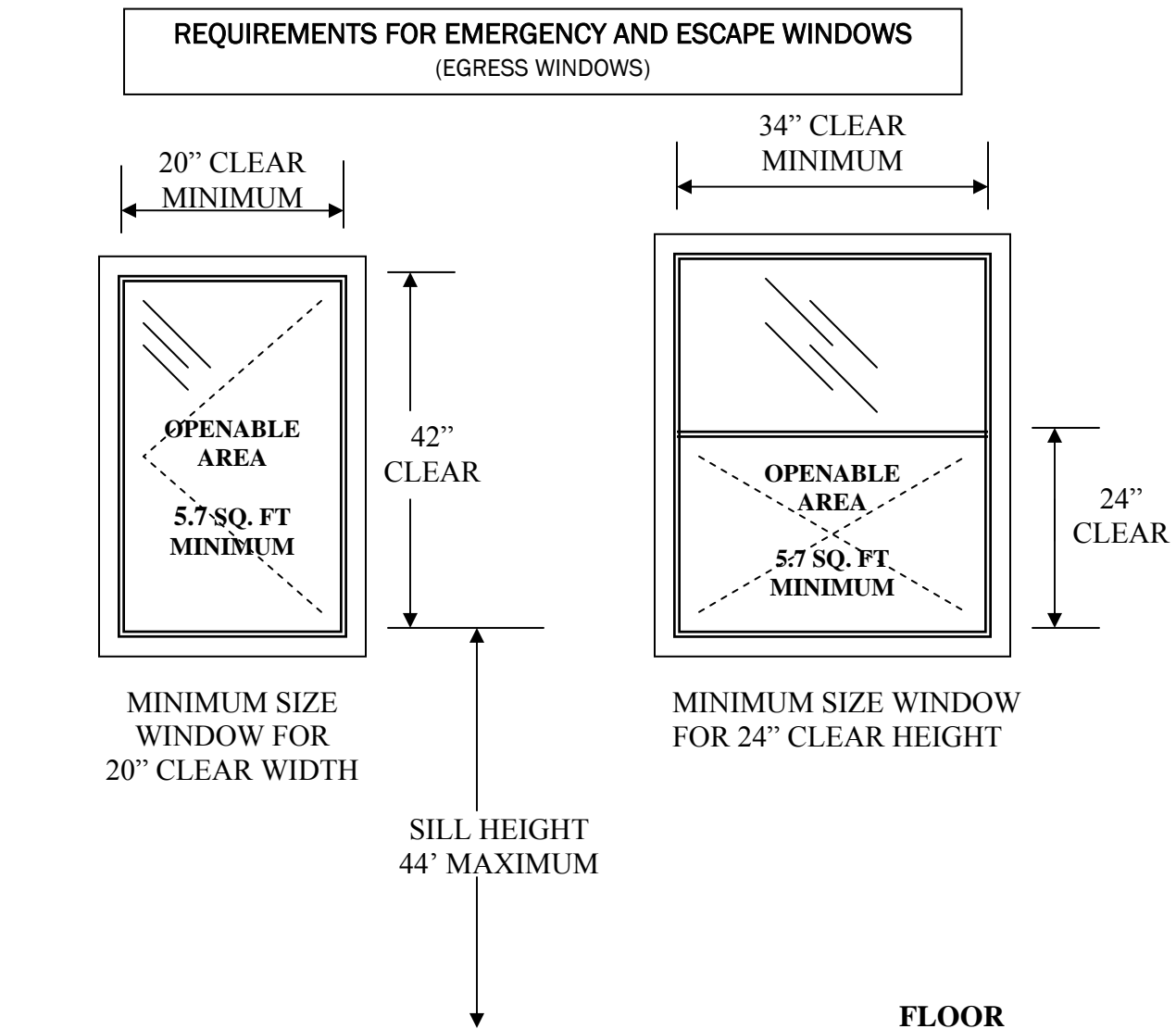
Requirements for Window Wells

- Required where sill of window is below grade
- The window needs to be able to fully open
- Minimum dimensions = 3 feet x 3 feet
- If depth is greater than 44 inches, than a ladder is required.

Requirements for Ladders

- Ladder rungs can not have more than 12 inches between them
- Ladder rungs can not be more than 18 inches from center to center
- Ladder can not extend more than 6 inches into required dimension for window well and can not prohibit the window from fully opening

See Next Page for an Illustration



Emergency Escape and Rescue Openings Section R310 (EGRESS)

Minimum **openable** area is reduced to 5 square feet for grade floor openings.

Grade floor opening: located so the sill is no more than 44" above or below the adjacent finished ground level.

I wish you the best on your
Construction Project



Don't forget to call if you have any questions.

Adam Fedders

Code Enforcement Director