



Building Permit
For new construction projects

Permit Regulations

No permit will be issued until utilities are to the lot, unless contractor and homeowner agree to build without utilities. Utilities will not be installed to lot until rough grade (grade within 6 inches of final grade) has been established.

To schedule inspections call 722-0761. Required Inspections Include, but not limited to

- Footing
- Foundation
- Framing, Rough-In Electrical, Plumbing, and Mechanical
- Final

No premises shall be occupied until a **Certificate of Occupancy has been issued** by the Code Enforcement Director. If any part of the structure is occupied before Certificate of Occupancy is issued the **full value of the deposit is forfeited**.

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.

If construction begins **before a permit has been issued a stop work order** will be issued on the project and a **fine will be added** to the building permit. All fines and permit costs must be paid before the stop work order will be removed and construction can continue.

The issuance of this permit is for the work specified in the application filed. As a result, 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 Code adopted by the City of Sioux Center.

The permit is valid for **one year**. Construction must commence within **6 months** from date of issuance. 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, _____ , **have read the Permit Regulations and agree to adhere to them.**

**** AN OWNER OR CONTRACTOR SIGNATURES MUST BE COMPLETED ****

NO PERMIT WILL BE ISSUED UNTIL SIGNATURE IS COMPLETED

Sioux Center Municipal Utilities
Utility Easement Contract
(Concrete and Planting Agreement)

This agreement is made and entered into by and between the City of Sioux Center, Iowa, and

(owner) _____ at the location of

(address) _____ of Sioux Center, Sioux County, Iowa

Whereas, the parties agree that utility easements, which have been designated at the above described address 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 by the City of Sioux Center City Council to place concrete within or near a utility easement. If a property owner requests permission to place concrete or to plant trees, flower, shrubbery, hedges, gardens or any other plantings, 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 and/or plantings of trees, flower, shrubbery, hedges, gardens or any other plantings or any work associated with such placement.
3. Any damage caused to a utility facility by such plantings, (falling branches, root growth, etc.) shall be responsibility and liability of the property owner.
4. All concrete and/or plantings placed in the easement area shall be subject to removal if and when it becomes necessary to install, replace, repair, or maintain utilities.
5. The property owner shall bear all expenses for removal, repair and/or replacement of concrete and/or planting in or near an easement during installation, replacement, repair, or maintenance of utilities.
6. Sioux Center Municipal Utilities shall in no way be held liable for damage to any concrete and/or plantings within or near the utility easement due to the installation, replacement, repair, or maintenance of utilities within the utility easement.
7. Each and every covenant herein shall be binding on the respective parties, their heirs, successors and representatives.
8. Nothing in this agreement shall be construed to give up or convey any of the rights of Sioux Center Municipal Utilities in the utility easements located on the above described property.

This agreement is made to assure that property owners are made aware of the risk, responsibility and liability assumed whenever placing concrete or plantings within 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

I, _____, ***have read the Permit Regulations and agree to adhere to them.***

Sioux Center Municipal Utilities
Application for Utility Services

(Gas, Electric, Water and Sanitary Sewer Service Form)

This agreement is made and entered into by and between the City of Sioux Center, Iowa, and

(owner) _____ at the location of

(address) _____ of Sioux Center, Sioux County, Iowa

TYPE OF UTILITY(S) NEEDED:

Natural Gas

Water & Sewer

Electric

SAID STRUCTURE IS TO BE USED FOR:

One or Two-Family Dwelling

Multi Family Dwelling

Accessory Building

Educational Facility

Assembly Facility

Commercial Business

Industrial Business

Bioscience/Research Business

NATURAL GAS SERVICE INFO:

Natural Gas will only be supplied to the structure if there is an appliance that needs natural gas. Please provide information on supply demand for items listed on other line.

Fireplace

Range

Radiant Tube Heating

Boiler

Cooktop

Water Heater

Fire Pit

Forced Air Furnace

Other

WHEREAS:

1. The Consumer or Builder 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.
2. The Consumer or Builder 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).
3. The Consumer or Builder understands that all water and sewer service lines servicing the address listed above are owned and maintained by current property owner and future property owner(s).
4. The Consumer or Builder agrees to pay for the cost accrued during natural gas service line installation if service line is not hooked up and/or will be charged for the minimum natural gas rate each month.
5. The Consumer or Builder agrees to follow Federal Regulations concerning buried natural gas lines owned by the Consumer or Builder and located downstream of the natural gas meter. Consumer and Builder 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 natural gas line must be done with care; All underground natural gas lines must be located before any excavation.
6. The Consumer or Builder is responsible for maintaining their own natural gas and electric lines downstream of the meter. The Utility will assist any Consumer or Builder in locating or identifying each buried line, including water and sewer service lines. To locate utility lines the Consumer or Building must call Iowa-One-Call at 811 or visit www.iowaonecall.com.

IN WITNESS WHEREOF, the parties hereto have signed their names

I, _____, ***have read the Permit Regulations and agree to adhere to them.***

Bright Energy Solutions

Bright Energy Solutions is a unique portfolio of energy efficiency cash incentive programs that will help both residential and business customers reduce their electric energy costs and operate more efficiently. The program is offered to customers of Sioux Center Municipal Utilities. Please be sure to check with your contractors or the city office for possible rebates.

Many Commercial and Industrial incentives are available as well. Get a rebate application from your retailer or local utility office, or at www.brightenergysolutions.com. You can apply online or print and mail your application to your utility.

Requirements for Emergency Escape And Rescue Openings

International Residential Code Section R310

Every basement, habitable attic and sleeping rooms shall have at least one emergency escape and rescue opening. If the basement has sleeping rooms, than every sleeping room needs to have its own emergency escape and rescue opening inside that room. An emergency escape and rescue opening can be a window or door that leads to grade.

Egress Window: A window that opens directly to the exterior of the building via a window well or by the window being above grade.

Specific Requirements

1. Minimum opening area for below grade = 5.7 square feet or 820.8 square inches
2. Minimum opening area for above grade = 5 square feet
3. Minimum opening height = 24 inches
4. Minimum opening width = 20 inches
5. Maximum sill height = 44 inches from floor
6. See Next Page for an Illustration

Requirements for Window Wells

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

Requirements for Ladders

1. Ladders or rungs shall have an inside width of at least 12 inches
2. Shall project at least 3 inches from the window well wall
3. Vertical rungs shall be spaced not more than 18 inches on center vertically for the full height of the window well

2018 International Energy Conservation Code Requirements

The City of Sioux Center has adopted the 2018 version of the IECC with local amendments. The below requirements are just highlights of the code and are not meant to be totally inclusive. These requirements are required by Iowa State law.

1. Basement walls are required to be fully insulated to applicable R-value
2. Exterior building cavities are no longer allowed to be used for return air
3. Programmable Thermostats
4. New dwellings are required to be tested for air tightness using a blower door test
 - a. The results are required to be delivered to the owner
5. Insulation of domestic hot water piping supplies
6. Attic access hatches between conditioned spaces and unconditioned spaces shall be insulated
7. Energy Efficiency Certificate is required to be posted in a conspicuous area near the electrical panel. (Available at the city office)

Contractors are responsible for these requirements and providing the building owners with the required documentation.

Active Building Codes

Contractors are responsible for knowing and following the requirements that are set in these codes.

- 2018 International Building Code
- 2018 International Residential Code
- 2018 International Fire Code
- 2018 International Existing Building Code
- 2018 International Plumbing Code
- 2018 International Mechanical Code
- 2018 International Energy Conservation Code
- 2018 International Fuel Gas Code
- 2018 International Property Maintenance Code
- 2018 Private Sewage Disposal Code
- 2018 Swimming Pool and Spa Code
- 2017 National Electric Code

Smoke and Carbon Monoxide Alarms

Smoke alarms shall be installed in living units in the following manner. In dwelling units, smoke alarms must be installed in every sleeping area and every area giving access to a sleeping area (hallway). 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.

Carbon monoxide alarms shall be installed to satisfy the provisions of either Iowa State Law or International Residential Code (2018 edition) section 315.

Combination carbon monoxide and smoke alarms are permitted to be used in lieu of separate alarms.

Storm Water Detention Requirements

City of Sioux Center Code of Ordinances
Chapter 142 "Control of Storm Water Drainage"

Impervious surface area

Square footage is calculated by adding all surface area that is considered impervious (building foot print, stone, gravel, driveways, accessory buildings, parking lots, sidewalks etc.) together to find the total of impervious surface area for the project. This square footage is used to determine what level of detention is required.

Three levels of surface drainage requirements

1. 0 – 7000 sq. ft. of impervious area
 - a. Water runoff to be managed by reasonable acceptable means
2. 7001 – 30,000 sq. ft. of impervious area
 - a. Allowable runoff from the site shall be equal to that of a rainfall intensity of two inches per hour for residential development. When the calculated allowable runoff is exceeded, storm water detention must be designed with a minimum capacity of 50% of the difference between the allowable runoff and a 100-year rainfall event.
 - b. Site plan must clearly describe where storm water that is not detained will flow off the site.
 - c. A partial or full variance may be granted, with conditions, by the City only if detention is determined to be unnecessary or impractical.
3. Above 30,000 sq. ft. of impervious area
 - a. Allowable runoff from the site shall be equal to that of a rainfall intensity of two inches per hour for residential development. When the calculated allowable runoff is exceeded, storm water detention must be designed with a minimum capacity of 100% of the difference between the allowable runoff and a 100-year rainfall event.
 - b. Site plan must clearly describe where storm water that is not detained will flow off the site.
 - c. A partial or full variance may be granted, with conditions, by the City only if detention is determined to be unnecessary or impractical. Calculations must be certified by a professional engineer licensed in the State of Iowa and familiar with storm water detention calculations.

Water retention during construction

When building construction takes place on property located in or near a natural surface water drainage area or swale, provisions must be made for excess surface water flows. Any building placed in such an area must be constructed with adjoining grade at least 6" above the elevation of any downstream surface constraint. In addition, adequate swale provisions must be constructed on the property to allow excess runoff water to flow around the building without blocking or unreasonably restricting surface flows in the natural drainage area.