City of Altoona
Construction Application & Permit

Building & Zoning Department

Permit applications may be emailed to *building@altoona-iowa.com*

Address & Legal description where work is performed:	Date of Application:

Property Owner		Contractor	
Name		Company Name Contact Name	
Address		Address	
City		City	
State	Zip	State	Zip
Phone		Phone #	
Email		Email	
		State Contractor Registration #	

This is
☐ Residential ☐ Commercial
☐ New Construction ☐ Basement Finish ☐ Fence ☐ Deck
☐ Shed/Garage ☐ Other _____

Inspections Required—24-hour Notice Required for Inspections
1. Footings – After footings dug, prior to placement of concrete
2. Foundation – After foundations forms erected, steel in place, prior to placement of concrete.
3. Tar, Tile & Gravel – After damp proofing of foundation walls, subtile and gravel in place and prior to backfilling.
4. Frame – After any electrical, mechanical, and plumbing rough-in work has been inspected and approved but prior to insulation.
5. Insulation – After framing inspection has been inspected and approved but prior to covering of any walls.
6. Final – After work is completed but before occupancy.

Project Information

Description of Work:

Valuation of Project: $_____

THE CITY DOES NOT ENFORCE OR TRACK COVENANTS. IT IS THE RESPONSIBILTY OF THE HOMEOWNER TO BE AWARE OF ANY RESTRICTIVE COVENANTS IN THEIR PLAT OR ABSTRACT.

I HEREBY CERTIFY THAT I HAVE CHECKED AND THERE ARE NO RESTRICTIVE COVENANTS THAT WOULD PROHIBIT THIS CONSTRUCTION. _____ **Initial Here**

This permit authorizes performance of the work described above, plans and specifications which are hereby made an integral part of this document. All such work shall be in accordance with applicable laws and ordinances of the City of Altoona and the State of Iowa.

NOTICE – This permit does not authorize the use of any public property, including streets, alleys, parks, bike trail system, and sidewalks, nor does it authorize the placing of any obstruction thereon. If use of public streets, alleys, and/or sidewalks is necessary, an OBSTRUCTION PERMIT must be obtained. No use or obstruction of parks and/or bike trail system is allowed.

This Permit will **expire** if work has not been commenced within 180 days of issuance date, is abandoned for more than 120 days, or is not completed within one year for residential-two years for commercial-three years if valuation exceeds $10 million.

This permit does not cover work in which electrical, plumbing, heating and cooling equipment, and boilers systems are being installed, replaced or repaired. Separate permits are required to be obtained prior to this type of work being performed.

For construction where there is an NPDES General Permit #2 for storm water in effect, all NPDES General Permit #2 requirements shall be complied with, including weekly inspections, SWPPP updates and verification by city staff of compliance with the topsoil re-spread requirement prior to occupancy.

WARNING – No building shall be occupied until a Certificate of Occupancy has been obtained. No certificate may be issued until inspections have been conducted to confirm compliance with all applicable building, fire, electrical, plumbing, mechanical, and zoning requirements.
VIOLATIONS – Violations of the applicable codes under which this permit has been issued are deemed to be MUNICIPAL INFRACTIONS and punishable accordingly.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

_____ _____

Applicant/Owner or agent thereof Issued By Date