City of Altoona – Building Department

Outlets of Des Moines - Tenant Finish Application

900 Venbury Dr, Ste A, Altoona, IA 50009 515-957-5128

Address where work is performed:	**Date of Application:**

Architect/ Engineer	**Name**	**Contractor**	**Name**
	Address		**Address**
	City		**City**
	State **Zip**		**State** **Zip**
	Phone		**Phone #**
	Email		**Email**
Owner	**Name** *New England Development*		**State Contractor Registration #**
	Address *75 Park Plaza*	**Applicant**	**Name**
	City *Boston*		**Address**
	State *MA* **Zip** *02116*		**City** **State** **Zip**
	Phone 617.965.8700		**Phone**
	Email		**Email**

Inspections Required—24-hour Notice Required for Inspections 1. Frame – After any electrical, mechanical, and plumbing rough-in work has been inspected and approved. 2. Fire Alarm Inspection (if needed.) 3. Sprinkler Inspection & Testing. 4. Above Ceiling Inspection (if needed.) 5. Final – After work is completed but before occupancy.	**Project Information** **Description of Work:**

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 acknowledge that I have read this permit application/permit and state that the above information is correct, and agree to comply with all ordinances and state and federal laws regulating activities covered by this permit.

Issued by Date Applicant/Owner or agent thereof