

City of Decorah Building Inspections Department

400 Claiborne Drive / P.O. Box 138

Decorah IA. 52101

Phone: (563) 382-3651

www.decorahia.org

Required Documents for Submittal

Please include the following with your permit:

- 1) Completed permit form
- 2) **Two copies** of the building plans including Site Plan, Foundation Plan, Floor Plans, Exterior Elevations, and Cross Section. Also include Energy Compliance Certificate, Heating and Cooling Calculations, and truss drawings. (See below for additional information required on building plans.)
(Sample drawings can be provided at City Hall or at www.decorahia.org)
- 3) Energy Compliance Certificate copy should be posted on or in the electrical distribution panel by the builder or registered design professional.
- 4) Completed Mechanical and Plumbing permits by sub-contractors.
- 5) Complete septic system design and evaluation report if applicable.

Information required on building plans:

Site plan: Full legal description including lot, block and addition name. complete property drawn to scale according to an accurate boundary survey. Size and location of new construction and existing structures. Setbacks from all existing and proposed structures. (see zoning ordinances on the City of Decorah website) Any easements on the property if applicable. Established street grades and proposed finished grades. (indicate difference in elevation between the garage floor and the street) Proposed site drainage, driveway size and location. Designation of street and side street if corner lot.

Foundation plan: Continuous and column pad footings including width and thickness. Reinforcement size and placement – “Per code” will not be accepted. Label the following on plans-Foundation wall thickness, height and material. Provide wall enforcement location, size, and point load locations. Insulation. Stairways. Egress window locations (basements with habitable spaces, every sleeping room) Radon system location.

Floor plans: Designate room uses, dimensions and whether room will be finished. Designate location of mechanical equipment. Show smoke detector and carbon monoxide detector locations. Size and locations of attic/crawl space access panels. Window and door locations and sizes (manufacturer and unit numbers) Correct header sizes! Floor joist sizes and spans and spaces. Beam sizes for joist bearing and girder locations. Size and spacing of posts. Safety glazing and egress window locations. Stair and landing locations with dimensions and required lighting. Type of underfloor protection (R302.13) (basement and below stairs)

Exterior elevations: All sides of the building. Windows and doors. Exterior finishes. And final grade.

Cross section: (from footings to roof) Footing dimensions, reinforcement, and drainage. Foundation wall materials, dimensions, reinforcement, waterproofing and insulation. These must be listed in detail. “Per Code” will not be accepted. Indicate grade, distance from grade to footing and grade to wood framing. Sill plate and rim joist type and size as well as rim joist insulation. Anchor bolt size, type, location and spacing. Wall framing type, height, insulation, headers, air/vapor barrier type and location, interior and exterior wall finishing materials. Clear headroom dimensions at all floor levels. Brick veneer, airspace or lath, wall ties, weep holes and flashing. Roof/ ceiling framing, attachment to bearing walls, attic insulation, air/vapor barrier and ceiling finish. Eave and rake overhang dimensions, energy heel height, wind-wash protection, roof ventilation, insulation baffles, and fascia materials. Indicate roof slopes, ice dam protection, roof underlayment and covering.