

LBMC Building Permit Application

Submittal Date		
Project Address		
Owner		
Name	Phone #	
Member #	Email Address	
Contractor		
Name	State #	
Phone #	Email Address	

Prior to review by the Building and Zoning Committee, the following must be completed and submitted to the **LBMC** office at **9137 Diamondhead Dr Dexter IA**, **50070**:

- First 3 pages of this LBMC Building Permit Application, completed and signed.
- Site plan and all other relevant drawings, see page 2, Drawings Explanations.
- Non-refundable Application Fee paid in full. Checks should be made payable to LBMC.
- Refundable Deposit check submitted. Upon permit approval, this check will be deposited.
- Certified Inspector Fee paid in full when applicable, see page 4, Inspection Explanation.

For most projects, once a permit has been approved, a Guthrie County building permit must be obtained. You are encouraged to be present at the B&Z Committee meeting to answers questions that may arise regarding your permit application. Your permit may be tabled until the next scheduled meeting at the committee's discretion regardless of timing issues.

BELOW, please check on the left for each project you're doing.

LBMC Application Fee and Refundable Deposits		Refundable Deposit MAX: \$2,500	Certified Inspector
Single Family Dwelling or any structure with habitable finished living space		\$2,000	\$1,000
Habitable finished living space addition to Single Family Dwelling		\$1,000	\$1,000
Detached Garage or Accessory building <u>requiring</u> a permanent foundation	\$300	\$500	
Attached structures <u>requiring</u> a permanent foundation excluding habitable finished living space. (Deck, Covered Patio, or any other attached structures)	\$100	\$500	
Detached structures <u>not requiring</u> a permanent foundation. (Shed, Gazebo, Pergola, Sun Shelter, or any other detached structures)	\$100	\$500	
In-ground Swimming Pool (above-ground pools do not require a permit)	\$200	\$500	
Fence, Retaining wall, or any landscape construction more than 24 inches in total height	\$100	\$500	
Driveway	\$250	\$500	
Landscape Boulder Wall, Rip Rap, or any other heavy weighted landscaping materials	\$300	\$1,000	
Dock	\$25	\$250	
Demolition of any permanent structure	\$250	\$500	
Shoreline alteration (***deposit TBD per scope of project)	\$25	***	

<u>METHODS AND MATERIALS:</u> Fill in all that apply to your project. Finished Square Footage (do not include unfinished space)
Basement
Entry Level
Upper Floor
Total Finished sf
Foundation Slab on Grade with Footings Foundation with Footings Concrete Piers Helical Piers Other Foundation
Framing Method Traditional Framing Post and Frame Other Framing Method
Exterior Materials (check all that apply) Lap Siding Fiber Cement Wood Vinyl Brick Stone Stucco Vertical Steel Panels
☐ Architectural Steel Panels☐ Other Exterior Material
Roofing Materials Fiberglass Asphalt Cedar or Composite Shakes Standing Seam Metal Other Roofing Material

DRAWINGS EXPLANATIONS:

All projects, except demolitions, require a site plan as minimum documentation of the project. The following graphical drawing information is required when applicable to the project for the Building and Zoning Committee to review a permit application. More complete and detailed drawings improve review time. Any missing or unclear information and/or drawings may result in a permit application being tabled until deficient information is provided to the committee. Samples can be found on page 5 of this document.

Site plan

- Distance to property lines, easements, and building setbacks clearly delineated.
- Distance to any other structures on property.
- Street, driveway, sidewalk, etc. notated.
- Ground elevation/runoff (slope) changes.

Foundation plan

Concrete footings notated and dimensioned.

- Concrete structural pads notated and dimensioned.
- Structural beams shown.

Floor plans

- Overall exterior dimensions of structure. If structure is not square, dimensions to each inset and corner notated.
- Interior walls notated and dimensioned.
- Interior stairs shown.
- Plumbing fixtures shown.
- Mechanical unit/s shown.
- Window sizes notated.
- Exterior doors notated.

Building elevations

- Exterior materials notated. Lap siding, metal siding, shingles on roof, etc.
- Exterior windows and doors shown.
- · Roof pitches notated.

By signing and submitting this permit application we the undersigned, being all of the parties with interest for the subject property, agree and acknowledge the following: Notwithstanding the approval by the Building and Zoning Committee of plans and specifications or the inspection of work in progress and/or the final inspections, neither the Committee, Long Branch Maintenance Corporation, or any other persons acting on behalf of any of them be responsible for the failure of the Owner, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the approved plans and specifications shall be solely responsible for the sufficiency thereof and the adequacy of improvements constructed pursuant thereto.

Applicant Signature LBMC Representative Signature		Date	Date		
		 Date	Approved	Denied	
OFFICE USE ONLY:					
Permit Fee Paid:	\$	Date:			
Refundable Deposit Paid:	\$	Date:			
Inspection Fee Paid:	\$	Date:			
Insurance certificate receive	ed:	Date:			
Refundable Deposit Refund	ed: \$	Date:			

Inspection explanation: Construction inspections are required as a condition for receiving a Long Branch Maintenance Corporation Building Permit. The purpose of the inspections is to ensure code requirements as well as proper construction details and techniques have been adhered to by your builder and subcontractors.

Due to lowa law which requires State Inspectors to inspect electrical installations in non-incorporated areas and small cities without inspection departments, electrical inspections are separate from the construction inspections referenced in this document.

LBMC has no building department or certified inspectors. Therefore, for projects with habitable space, a Certified Inspector is required. For all other projects, a member of the Building and Zoning committee will review setbacks and compliance with current community rules. LBMC has currently aligned with Red Fox Inspections as the only acceptable inspector within the community. For those projects requiring the certified inspector, a fee of \$1000 for payment of the inspection fees will be collected by LBMC when the permit application is submitted. The inspector will bill LBMC and receive payment as inspections are completed. After final inspections have been completed, and any deficiencies found have been corrected, all inspection reports and a Certificate of Occupancy shall be forwarded from LBMC to the member along with any refund due.

If your corner stakes need to be moved or footprint of the project changes after they have been inspected, you <u>must</u> contact your B&Z representative and inspector and have them re-inspected before you may begin your building process.

Red Fox Inspections - Ankeny.

Corey DePenning. corey@redfoxinspections.com Cell 515-724-2337

The following benchmarks within a project require a Certified Inspector:

- Property stakes, setbacks, and foundation
- Framing
- Plumbing and Mechanical prior to concealment
- Final

Simple Drawing Sample: All building projects require a site plan submitted with the application. Plan must show location of project, lot lines, roads, existing structures, and slope of site if earthwork is planned. More drawings are needed for larger projects.







