

# CITY OF ELKHART

WWW.ELKHARTIOWA.COM

## TRADE PERMIT APPLICATION

260 NW Main St., Elkhart, IA 50073

Ph: 515-367-4735

mbutler@cityofelkhart.com

PROJECT ADDRESS: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ State Lic. No. \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_ State Lic. No. \_\_\_\_\_

☐ Commercial ☐ Residential Contractor E-mail Address: \_\_\_\_\_

Fee for new residential home construction is \$75 per trade and is included in the Building Permit fee sheet.

RESIDENTIAL ELECTRICAL	Select One		Description Of Work	Amount
	<input type="checkbox"/>	Alteration		\$100
	<input type="checkbox"/>	Appliance Replacement		\$75

RESIDENTIAL PLUMBING	Select One		Description Of Work	Amount
	<input type="checkbox"/>	Alteration		\$100
	<input type="checkbox"/>	Appliance Replacement		\$75

RESIDENTIAL MECHANICAL	Select One		Description Of Work	Amount
	<input type="checkbox"/>	Alteration		\$100
	<input type="checkbox"/>	Appliance Replacement		\$75

RESIDENTIAL SOLAR	Residential Solar		Description Of Work	Amount
	<input type="checkbox"/>	Solar Base (Simple plan review + 2 inspection trips)		\$125

Commercial permit fee shall be based on the total contract or estimated final invoice for that trade.  
Commercial fee schedule \$1 - 1,000 = \$50 then \$5 for each additional \$1,000 of valuation

COMMERCIAL		Valuation	Description of Work	Office Use Only Commercial Fee
	ELECTRICAL	\$		\$
	PLUMBING	\$		\$
	MECHANICAL	\$		\$
	SOLAR	\$		\$

Permits shall expire after 12 months or if work is abandoned for 120 days or failure to begin within 180 days.

Office Use Only  
Grand Total Fee: \$

- Contractor is required to call Veenstra & Kimm for all inspections, 24hr notice required.
- Questions concerning this application should be directed to Veenstra & Kimm Inc. at 515-850-2980 or email to: buildinginspection@kleinfelder.com
- Submit completed forms and any building plans to: mbutler@cityofelkhart.com

X \_\_\_\_\_ Date: \_\_\_\_\_  
Owner/Applicant

X \_\_\_\_\_ Date: \_\_\_\_\_  
Approved By

Permit  
Number:

Please call V&K at 515 850-2980 for inspections, 24hr notice required.

# REQUIRED BUILDING INSPECTIONS

## (Residential New Construction)

### Veenstra & Kimm Engineering

3000 Westown Parkway  
West Des Moines, IA 50266-1320  
515 850-2980

Permit required to be posted at front of structure on a post until it can be attached inside garage area.  
Portable Toilet, posted house numbers and dumpster required on job sites.

Footings .....Prior to pouring concrete, after forms and rods.

Footing Walls.....Prior to pouring concrete, non centered uprights tied to center.

Deck post holes.....Prior to pouring, at least 42" deep (if attached to house.)

Electrical Temp Pole..... After pole in place, ground rods, GFI's installed\*.

Tar Tile Gravel.....Prior to Backfill (**may be inspected during plumbing ground work**)

Sewer/Storm/Water.....Drainage pipe with 5ft head, gravel bed, Tracer wire on PEX.

Groundwork.....5ft head wet test or air test, gravel bed, staked down.

Plumbing Rough.....Prior to insulation, wet test 5ft head or air test 5psi. Pex, air or water test.

Electrical Rough.....Prior to insulation, Ground, Panel & Meter box installed\*.

HVAC Rough.....Prior to insulation

Framing Rough.....Prior to insulation, after all mechanicals roughed in.

Sidewalk & Approach.....Prior to pouring concrete, granular compacted gravel. Stop Box cap sleeved with metal.

**Final**..... Structure may not be occupied until Final Inspection, Energy Code Compliance  
Certificate, State Electric Final if applicable and Certificate of Occupancy has been issued.

May be done together

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**Call V&K at (515) 850-2980 to schedule an inspection**

**Inspections are between 8:00 and 4:30pm M-F**

**Note:** City of Bondurant requires water meter set **before rough-in inspections**. Check with City Hall.  
Temporary **safety railings** are required around open stairwells **before** mechanicals are installed!

As of January 1<sup>st</sup> 2016 most cities will have adopted the 2015 IRC & IBC Building Codes, IPC Plumbing code and 2014 NEC. (State of Iowa inspects Electrical for cities listed below with an asterisk).

**Bondurant – Cumming - Elkhart - Granger - Dallas Center – Martensdale – Mitchellville -  
Monroe – Osceola - Oskaloosa - Panora\* - Roland – Stuart\* - Van Meter\* - Woodward**