



# Building Permit Application Commercial/Tenant Improvement

101 NE HARVEY STREET, GRIMES, IA 50111 • 515-986-3036 • www.grimesiowa.gov

OWNER: _____ ADDRESS: _____ PHONE: _____ CELL: _____	PROJECT STREET ADDRESS (include suite number if applicable) _____ SUBDIVISION _____ LOT# _____
CONTRACTOR: _____ ADDRESS: _____ PHONE: _____ CELL: _____	___ NEW COMMERCIAL ___ TENANT IMPROVEMENT TOTAL SQUARE FOOTAGE _____ FINISHED SQUARE FOOTAGE _____
ARCHITECT/ENGINEER: _____ ADDRESS: _____ PHONE: _____ CELL: _____	DESCRIPTION OF WORK _____
CONTACT PERSON _____ VALUATION AMOUNT _____	I HEARBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT THE INFORMATION GIVEN ABOVE IS CORRECT AND AGREE TO COMPLY WITH ALL CITY ORDINANCES AND STATE LAWS REGULATING BUILDING CONSTRUCTION. _____ / / SIGNATURE OF OWNER OR AUTHORIZED AGENT DATE

Below is a checklist of items required to be submitted to the City of Grimes for Commercial or Tenant Improvement. Please include all items to ensure building permit is completed and processed in a timely fashion.

- Please submit 2 copies of the building plans to include structural plans and architectural plans
- Building Permit Application Completed and Signed

**Pre-Construction meetings are required prior to issuing building permit**

**Please contact Scott Clyce, Building Administrator at City Hall, at 515-986-3036**

Codes and design Criteria for City of Grimes

IBC 2015, IMC 2015, UPC 2015, NEC 2014, IEEC 2015

Frost Depth 42” – Wind Speed 90 – Seismic Design Category A – Ground Snow Load 30 PSF

**If property is located in Heritage at Grimes Development**, approval is needed from the development architect prior to City of Grimes approving the City portion of the permit. The architect will need a packet submitted to them, then once approved, the City will be given a signed approval. Once the approval is received, the City will process the permit. This may take up to 3-5 business days to receive the approval from the architect.