



City of Pleasant Hill
Community Development Department
5160 Maple Drive, Suite A
Pleasant Hill, IA 50327
515-309-9461

RESIDENTIAL BUILDING PERMIT SUBMITTAL REQUIREMENTS

- **Permit Application**
- **House Plan Requirements**
 - Complete drawing of house plan - Minimum 18 x 24 and a standard scale
Exc. - Smaller dimensions if legible & approved by the Building Official
 - Area schedule, e.g., basement, garage, 1st floor, 2nd floor, deck, porch
 - Show all stairway dimensions
 - Show deck design details, e.g., footings, posts, beams, joists, spans
 - Truss plans must be submitted for review or be available at the jobsite
 - Rafter plans need submitted at time of permitting for review
 - NOTE: Floor joist protection is required in unfinished basement areas
- **Site Plan Requirements**
 - 8 ½" x 11" minimum paper size (Do not use edge of paper for lot lines)
 - Show deck & cantilever dimensions, and distance to lot lines
 - Show required building set back lines, e.g., front, rear, sides
 - Show scaled dimension of structure with measurements to lot lines from each protruding portion or angle
 - Show all easements, e.g., public utility , overland flowage
 - Show location(s) of erosion control (silt fence, sock, etc)
- **International Energy Conservation Code Compliance**
 - Compliance with one of the 2012 IECC options. All submittals must contain the full reports including compliance sheet and R-values sheet for each building component, signed and dated for permitted address.
 - Manual D (duct sizing) and Manual J (equipment sizing) with duct drawing, reflecting compliance with Manual D
- **Tax Abatement Form**
- **COSESCO Notification Statement**
- **Additional Permits Required**
 - Electrical
 - Mechanical
 - Plumbing
 - City COSECO permit may be required