



TOWNHOME or ROWHOME PLAN SUBMITTAL REQUIREMENTS

Codes and Design Criteria

2021 International Residential Code;
State of Iowa Electric Code (2020 NEC); State of Iowa Energy Code (2012 IECC);
State of Iowa Mechanical Code (2021 IMC); State of Iowa Plumbing Code (2021 UPC);
2021 International Fire Code

Frost Depth- 42" Wind Speed – 105/115/120 mph based on building risk category
Ground Snow Load- 30 lb. (24 lb. roof snow load) Seismic Category A

THE FOLLOWING ITEMS SHALL PROVIDED ON THE CITIZENS ACCESS PORTAL (CAP) FOR PLAN REVIEW & PERMIT APPROVAL

E-mailed and paper plans or applications will no longer be accepted.

1. **BUILDING / STRUCTURAL PLANS**, with exterior elevations, wall section details, and a basic floor plan with all rooms or spaces labeled.
-If the building contains a firewall, details and sections shall be provided to show the construction of such walls.
-If a sprinkler system is required for the project, approval is required from the Fire Dept. and a set of sprinkler plans will need to be submitted to the Fire Marshal.
2. **SITE PLAN** Engineered plan or survey showing all building setback dimensions and easements.
3. **CONSTRUCTION SITE EROSION CONTROL AND TOP SOIL PRESERVATION FORM**. This form establishes project responsibility for erosion control and topsoil.
4. **GRADING PLAN for CONSTRUCTION SITE EROSION & SEDIMENT CONTROL**: (see sample grading plan). The grading plan shall include elevations, erosion control notes, and locations of the following: Silt fence, soil stockpiles, gravel construction entrance, concrete washout, inlet protections, and any additional pertinent information required as a means of complying with Construction Site Erosion and Sediment Control Ordinance provisions.
5. **ENERGY CODE COMPLIANCE**: To attain a building permit, documentation is required from a certified HERS Rater that the proposed project design will comply with the State adopted 2012 International Energy Code requirements. Before occupancy is approved, the Rater shall provide documentation that the project complies with the State Energy Code.

ADDITIONAL INFORMATION:

- **SEPARATE PERMITS**: Separate Electrical, Mechanical, and Plumbing permits shall be required for each address.
- **FIRE SPRINKLER SYSTEM**: Single family homes over 8,000 square feet (including garage, basement, and roof covered areas) are required to install a fire sprinkler system.
- **RESTRICTIVE COVENANTS & PROPERTY LINES**: Confirming restrictive covenants and property line location is the owner/contractor's responsibility.
- **FLOOD PLAIN**: If this project is not located in an approved City plat, documentation from a licensed engineer may be required to determine if the site is located in the flood plain and/or requires certified minimum floor and opening elevations.
- **SEPTIC SYSTEMS**: Lots that do not have City sewer available within 400' of the property line shall have approval for a septic system from the applicable County Environmental Health Department prior to issuance of a building permit.
- **IOWA ONE CALL**: Contractors, subcontractors, and/or property owners shall contact Iowa One Call (811 or 1-800-292-8989) notification system before any excavation.
- **REGISTER**: Contractors need to be registered with the State of Iowa Division of Labor (800) 562-4692.

The City of
West Des Moines

www.wdm.iowa.gov/permits

Development Services Dept.

4200 Mills Civic Parkway
P.O. Box 65320
West Des Moines, IA 50265

Building Division
515-222-3620

Planning Division
515-222-3620

FAX 515-273-0602
TDD/TTY 515-222-3334

Fire Marshal
515-222-3420