

Permit Review Times

Please expect Safe Building to ***begin*** reviewing a submitted permit within 5 business days of receipt. Safe Building will complete its review of submitted permit materials within 3 business days of beginning the review. These lead times result in a total review time from receipt of 3-8 business days. Please anticipate this lead time when submitting a permit. If any of the materials listed below are missing or deficient this review period ***will*** be extended.

Required Supporting Documents

- **Site Plan** that includes:
 - setbacks from property lines
 - deck dimensions
- **Deck Construction Plan** that includes:
 - house attachment or free-standing
 - distance from deck surface to grade
 - any roof or enclosure
 - footing locations
 - footing sizes (depth & diameter)
 - beam height and thickness
 - joist size and spacing
 - stair location

Permit Application Requirements

- **All permits require a complete, *signed*, permit application. The permit application is invalid if not signed by the permit applicant.**
- **The *minimum* supporting documents required in addition to the signed permit application are listed below.**
- The signed permit application must be submitted to the City Clerk. Required supporting documents may also be submitted to the Clerk or submitted electronically to office@safebuildingiowa.com.