

August 18, 2020



CITY OF IOWA CITY

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www.icgov.org

RE: Repair of Storm Damaged Structures

To Whom it may concern:

The purpose of this letter is to provide information on when and what type of permit is required when repairing storm damaged buildings and structures.

EMERGENCY REPAIRS: In an emergency situation such as storm damage repair, work may commence before applying for the applicable permits, however the permit application needs to be submitted within 24 hours of when work is done.

A permit is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. However, ordinary repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of the structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any plumbing supply, waste or vent piping, electric wiring or mechanical work.

BUILDING PERMIT:

A building permit is required to repair structurally damaged homes.

If a permit is required to repair a damaged roof, engineering will be required to repair pre-engineered roof trusses. Conventional framed roofs can be repaired provided the repair meets the requirements of the current code.

If a permit is required and the home located in a historic district approval by the Historic Preservation Commission is required prior issuance of the permit.

ELECTRICAL:

A Residential/Commercial Electrical – Alteration Remodel & Repair Permit is required to repair an electrical service.

1. Only upgrades required are as follows:

- A) All "Bare" neutral Conductors shall be replaced.
- B) If the existing service has (1) ground rod installed, there is nothing additional needed. If the installation of a Ground Rod cannot be verified, (2) Ground rods shall be installed.
- C) A properly sized Grounding Electrode Conductor shall be installed to existing metallic water service and must be terminated within 5' of where the water service enters the building.
- D) Maintain Service Height clearance requirements.

2. Provide the following information when requesting a storm related electrical service release by calling Building Inspection Services at 319-356-5120

- A) Name of the Electrical Contractor
- B) Contractor Phone Number (incase inspector needs to talk to the electrician)
- C) Who is making the request, (i.e. Electrical Contractor or Mid-American Energy)

3. Work may commence before applying for the Electrical Permit, however the permit application needs to be submitted within 24 hours of when work is done. All storm related repairs need to have a permit.

4. Electrical Contractors:

A) Provide a list of all services repaired and submit to the City of Iowa City Attn: Ryan Hanes at: ryan-hanes@iowa-city.org

B) Call Mid-America and the Building Department for the inspection when completed. If Mid-America makes it to the address prior to the Building Department inspection, they can connect the service prior to the inspection. If any problems are cited on the inspection, then they will need to be corrected at that time.

C) Inform the owner and occupant an inspection will occur within the next couple weeks and if unsafe electrical conditions exist additional upgrades maybe required.

GAS METER:

A Residential/Commercial Plumbing or Residential/Commercial Mechanical permit is required to repair gas service.

1. All Gas meter releases will require a Pressure Test inspection as follows:
 - a. 10 pound minimum for 15 minutes for threaded pipe
 - b. 60 pound minimum for 30 minutes for welded pipe
2. Visual inspection to make sure flues and chimneys have not been affected by the storm
3. When a request for a "Storm Related" Service Release is made, please get the following information:
 - a) Name of the Plumbing Contractor or Gas Pipe Installer
 - b) Contractor Phone Number (in case inspector needs to talk to the contractor)
 - c) Who is making the request, (i.e. Plumbing Contractor or Mid-American Energy)
4. Service release will require a permit.

PERMIT APPLICATIONS:

- For information on how to apply for a permit, visit <https://www.icgov.org/eApplications>
- For permit assistance visit the new Customer Self-Service (CSS) portal at <https://egov.iowa-city.org/energovprod/selfservice#/home>

INSPECTION GUIDELINES:

- Maintain social distancing. Anyone present must keep 6 feet of space between them.
- Wear a mask if you intend to be present during the inspection. You may excuse yourself and wait outside while the inspection is completed if you're not comfortable in the presence of others or if you choose not to wear a mask.
- Our inspectors will be taking precautions to prevent the spread of COVID-19, but we ask that if you have any symptoms, please call us at 319-356-5120 and we will reschedule the inspection for at least 14 days after you notify us or will make other arrangements to do the inspections. Depending on the project, photos, videos, or live video of the area may be considered to determine compliance.

