



# BUILDING SAFETY DIVISION - CITY OF CLINTON, IOWA

## PERMIT APPLICATION

### BELOW GRADE EGRESS WINDOW



ADDRESS (where work is being completed):

Apt #:

#### CONTRACTOR INFORMATION:

Contractor Name		
State License #		
Address		
City, St. Zip		
Phone		Email:

#### CUSTOMER INFORMATION:

Customer Name		
Address		
City, St. Zip		
Phone #		Email:

#### CITY USE ONLY

##### Inspections

- ☐ Framing  
☐ Final

##### Permit

- ☐ Approved

##### Official's Signature

Date:

Fee: ☐ Paid

Cost of the project (labor and materials):

Is the project the result of a change in occupancy type?

Type of window being installed (casement, horizontal sliding, single/double hung, etc.):

Distance from floor to bottom of the window sill:

Width of the window clear opening (20-inch minimum):

Height of the window clear opening (24-inch minimum):

Window well width (36-inch minimum width and minimum 9 square ft. in total area):

Window well depth (distance from bottom of well to grade):

Does the window well have security bars, covers or screens?

Does the window well have proper drainage installed?

Is the egress window under a deck or overhang? ☐ Yes ☐ No If yes, a minimum clearance of 36-inches must be provided.

#### Reviewer's Notes:

By signing below, I agree to perform all work in accordance with the adopted codes of the City of Clinton and State of Iowa.

Owner/Agent Name

Signature

Date

**NOTICE OF YOUR RIGHT TO APPEAL:** Any person having a legal interest in the property listed above may appeal the findings and order contained herein to the City of Clinton's Housing Board of Appeals. Such appeal shall be in writing and shall be filed with the Code Official **within 20 days** from the date of this Notice. Failure to appeal in the time specified will constitute a waiver of all rights to an administrative hearing.

**LIEN NOTICE:** If you fail to correct these violations, any action taken by the City of Clinton to bring property into compliance, whether as permitted by applicable Code Sections or as authorized by a Court of competent jurisdiction, may be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.