



MEMORANDUM
City of Johnston, Iowa

DATE: March 2010
TO: Johnston Business Owners / Homeowners
FROM: Community Development Department
RE: **POSSIBLE FLOODING AND BUILDING INSPECTION PROCEDURES**

This memo is intended to highlight necessary procedures in the unlikely event that flooding causes damage to structures.

Upon the water receding in a flood damaged building please schedule a preliminary inspection to determine the damage and to allow staff to discuss any necessary code repairs with you.

Common repairs include:

- Demo and remove all wet drywall, insulation, electrical wiring & boxes, etc.
- Disinfect and bleach all plates and studs
- Demo and remove all damaged flooring (i.e. carpet, vinyl)
- Demo doors, trim and other items as necessary.

Required Procedures:

1. Preliminary inspection prior to start of demo (as noted above)
2. Apply for all necessary permits (building, electrical, flood plain, and others as required). Please see separate memorandum regarding the Flood Plain Development Permit.
3. Inspection of rough-in framing, electric, and plumbing when this work has been completed but prior to covering with insulation & drywall
4. Final Inspection upon completion of all work.

We know this is a trying time for you and you want repairs to be done quickly. The building department will work with you as much as possible on scheduling required inspections of preliminary, demo, and repairs.

Historically, the Johnston City Council has waived building permit fees and trade permit fees for permits needed for flood repair. This practice is expected to continue for similar flood events. You will still need to fill out a Building Permit Application and a Building Permit will be issued. The electrical, plumbing, and mechanical contractors must fill out permit applications as well and permits will be issued to them.

Inspections can be scheduled by calling 727-7778. Please let us know if you have any questions.

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