

BUILDING PERMIT FEES: \$25.00

VARIANCE PERMIT - \$75.00

CITY OF IDA GROVE
APPLICATION FOR BUILDING AND/OR DEMOLITION PERMIT

You must fill in all blanks. Your application will not be considered unless the application is complete. If a question does not apply, indicate by filling in N/A.

DATED _____ APPLICATION NUMBER _____

PERMITTEE Name _____
Mailing Address _____
City _____ Phone _____

ARCHITECT Name _____
ENGINEER Mailing Address _____
City _____ Phone _____

CONTRACTOR Name _____
Mailing Address _____
City _____ Phone _____

BUILDING ADDRESS _____

LEGAL Lot Number _____
DESCRIPTION Block _____
Subdivision _____

TYPE OF CONSTRUCTION

New Construction? Yes No
Is this project an alteration to an existing building? Yes No
Is this an addition to an existing building? Yes No
Are you moving a building or structure? Yes No
Are you demolishing or replacing a building or structure? Yes No
Will the demolition or replacing of the building or structure affect any adjoining property owners? Yes No
Describe your demolition or replacement project _____

Buildings zoned Commercial must follow all DNR Regulations regarding demolition and solid waste disposal.
For regulations contact: IDNR Field Office #3, 1900 Grand Ave., Suite E-17, Spencer, IA 51301
Telephone 712-262-4177 Yes No

Describe any type of construction, alteration, etc., if the categories above do not apply: _____

Describe your project with some detail _____

What is your zoning district? _____
What are the setback and height requirements for your zoning district?
Rear Yard _____ Side Yard _____ Front Yard _____ Height _____
Will your project require a setback or height variance? _____ Yes _____ No
Why can't you complete your project without a variance? _____

INFORMATION FOR COMMISSION AND/OR BOARD

PLEASE ONLY USE MEASUREMENTS FROM THE PROPERTY LINE.

Type of Occupancy _____
Total Floor Area _____
Number of Stories _____ Total Height _____
Area of Lot _____
Front Yard Measurement from Property Line _____
Side Yard Measurement from Property Line _____
Rear yard Measurement from Property Line _____
Change of Occupancy from _____
TO _____
Are there utility or other easements on your property? _____
If so describe location, _____
Will the easements interfere with proposed construction? _____

NOTE: Please attach a plot plan and a floor plan.

You cannot start construction or demolition until this Application is approved by the City. If your project requires a variance, you cannot start construction until the variance is approved by the City. Ida Grove ordinances provide a civil penalty of up to \$500 per day for a first offense and up to \$750 per day for a second offense.

Signature of Permittee _____

APPROVED: Board of Adjustment

APPROVED: Planning & Zoning Comm.

Chairman

Chairman

APPROVED: City Clerk

INSTRUCTIONS FOR FILLING OUT BUILDING PERMIT APPLICATION:

ALL AREAS MUST BE COMPLETED

Permittee: Name, Address, Telephone Number of property owner.

Architect or Engineer: Name, Address, and Telephone Number of person who planned or designed the building. If same as permittee, write "same".

Contractor: Name, Address, and Telephone Number of person doing the actual building. If same as permittee, write "same".

Building Address: Street Address of Building.

Legal Description: Lot Number, Block Number and Subdivision Name of Building location. *Information necessary only if construction is in a new addition.* (Information available at County Assessor's Office)

Describe Project: Write a brief (description) summary that includes everything being done (new construction – changes, demolition, concrete, etc.).

Type of Construction: The Zoning District and setback information must be completely filled in. Answer all questions.

Currently zoned – (S) Suburban

(1-R) Single Family Dwelling

(2-R) Double Family

(3-R) Multi Family

(GC) General Commercial,

(HC) Highway Commercial

(GI) General Industrial

(IP) Industrial Park

(PD) Planned Development.

Information for Commission and/or Board:

- a. Type of Occupancy – residential, commercial or industrial
- b. Total floor area – length times width in square feet
- c. Number of stories from ground level, height from ground level
- d. Area of lot – length times width in square feet
- e. Front yard setback from property line (must be at least 25 feet)
- f. Side yard setback from property line (must be at least 7 feet)
- g. Rear yard setback from property line (must be at least 35 feet). Rear yard setbacks for accessory buildings is 7 feet. These yard setbacks apply to residential areas only. Requirements for property line setbacks on other types of buildings may be obtained from City Hall
- h. Change of occupancy from _____ to _____ - Information needed only if permittee intends to change a residential dwelling to commercial or industrial and vice versa
- i. List all types of utility easements on your property
- j. Give location in feet and inches from property line and construction site.

INSTRUCTIONS FOR INSTALLING DRIVEWAYS:

Property owners must contact City Hall and set up an appointment to meet with the Street Superintendent to discuss the proper method to install driveways.

The City Council is requiring curb grinding where streets were monolithically poured and in other areas of the City where it would be a better method.

Attached is an additional method that can be used if approved by the street superintendent.

These instructions are to assist you but they do not cover everything in detail, if in doubt, contact City Hall.
Phone 364-2428

DON'T FORGET TO ATTACH A PLOT PLAN TO REVERSE SIDE.

Important!

Three Things You Need To Know About Underground Utility Markings

Thank you for requesting an "underground utility locate." It's the safe thing to do, it's the law and it's free when you're planning to dig or excavate.

1.) What The Markings Mean

Colored paints and flags are used to identify utility locations on or near your property.

The color codes are as follows:

- Red = Electric
- Yellow = Gas - Oil - Steam
- Orange = Communication - Cable TV
- Blue = Water
- Green = Sewer
- Pink = Temporary Survey Markings
- White = Proposed Excavation

2.) How Accurate Are The Markings

The markings are a close approximation to actual utility locations. However, you should not dig within **18 inches on either side of the flag or paint marking line.**

3.) Not All Utilities May Be Marked

Please be aware that any underground homeowner-added improvements will not be marked. Examples include gas grills, sprinkler systems, cables, wires or plumbing you or previous owners may have installed.

Also in some areas, utilities will be marked only from the street to the homeowner's service entrance or termination point - not all the way to the house.

If you have questions, call the appropriate local utility company.



Call Before You Dig!
1-800-292-8989