

CITY OF ALBIA

APPLICATION FOR CONSTRUCTION PERMIT

**** All work shall commence within 120 days of issuance of Permit****

Construction Permit Fee (1% of cost, not to exceed \$500.00)
 Date Pd _____ Applicant: _____

Zoning District/Setbacks: From Lot Lines

	R-1	R-2	R-3	R-3	R-3	R-3	B-1** & B2**
		1 story	2 stories	3 stories	4 stories	5 stories	
Front Yard	25'	25'	30'	32'	35'	40'	none
	or conforming	or conforming					
Side Yard*	8'	8'	6'	sum of	sum of	sum of	none
				22'	27'	33'	unless joins
Rear Yard	35'	35'	30'	35'	35'	45'	"R" district
Min. Lot Width	66'	66'	50'	52'	55'	75'	then as required By district

*side yard includes eaves and overhangs of structure
 dwellings in B-1 & B-2 setbacks same as R-3 Districts
Accessory buildings must be at least 5' from rear lot line & 3 feet from side lot lines
Size restrictions do apply to accessory buildings in R Districts, see attached sheet

Application Approved _____ Date _____
 Application Approved w/BOA variance _____ Date _____
 Application Approved w/revision shown _____ Date _____

Zoning Administrator Signature

Application Denied _____ Date _____

Zoning Administrator Signature

In accordance with the Albia City Ordinance, the undersigned hereby applies for a Construction Permit to erect, reconstruct, alter, repair, bring into, or demolish:

Property Owner's Name _____ Telephone _____

Mailing Address _____

Address where construction is to occur _____

Lot No. _____ Block _____ Sub-Division _____

Beginning Construction Date: _____ Estimated Completion Date: _____

Applicants accept all liability in constructing/expanding/remodeling/demolition of any building on the above named lot according to the planning and zoning requirements of the City of Albia. IT IS THE APPLICANT'S FULL RESPONSIBILITY TO DETERMINE THE LOCATION OF LOT-LINES.

Off Street Parking _____ Off Street Loading _____

Utility Services Needed: Sewer ____.

Structure described as:

____ New Dwelling ____ Garage ____ Addition ____ Storage Shed ____ Deck

____ Demolition ____ Other _____

(Please list)

Length _____ Width _____ Height at Peak _____ Basement: Yes ____ No ____

Use for which intended: _____

Description of Construction:

Applicant certifies that all work done under this permit shall be in strict conformance with the Municipal Code of the City of Albia, that NO work shall begin until this permit has been granted and that s/he understands that any violation of the code constitutes a misdemeanor, liable to punishment as set forth therein. The undersigned represents that the facts and matters as stated herein are true and correct, and that it is understood that if said Permit be granted, it will be subject to compliance with any terms and conditions thereof and with any existing or future laws of the State of Iowa and Ordinances of the City of Albia, Iowa.

Building material and any debris from construction must be covered or secured to keep from blowing and littering neighboring properties.

Estimated Cost of Construction, Improvement or Demolition _____

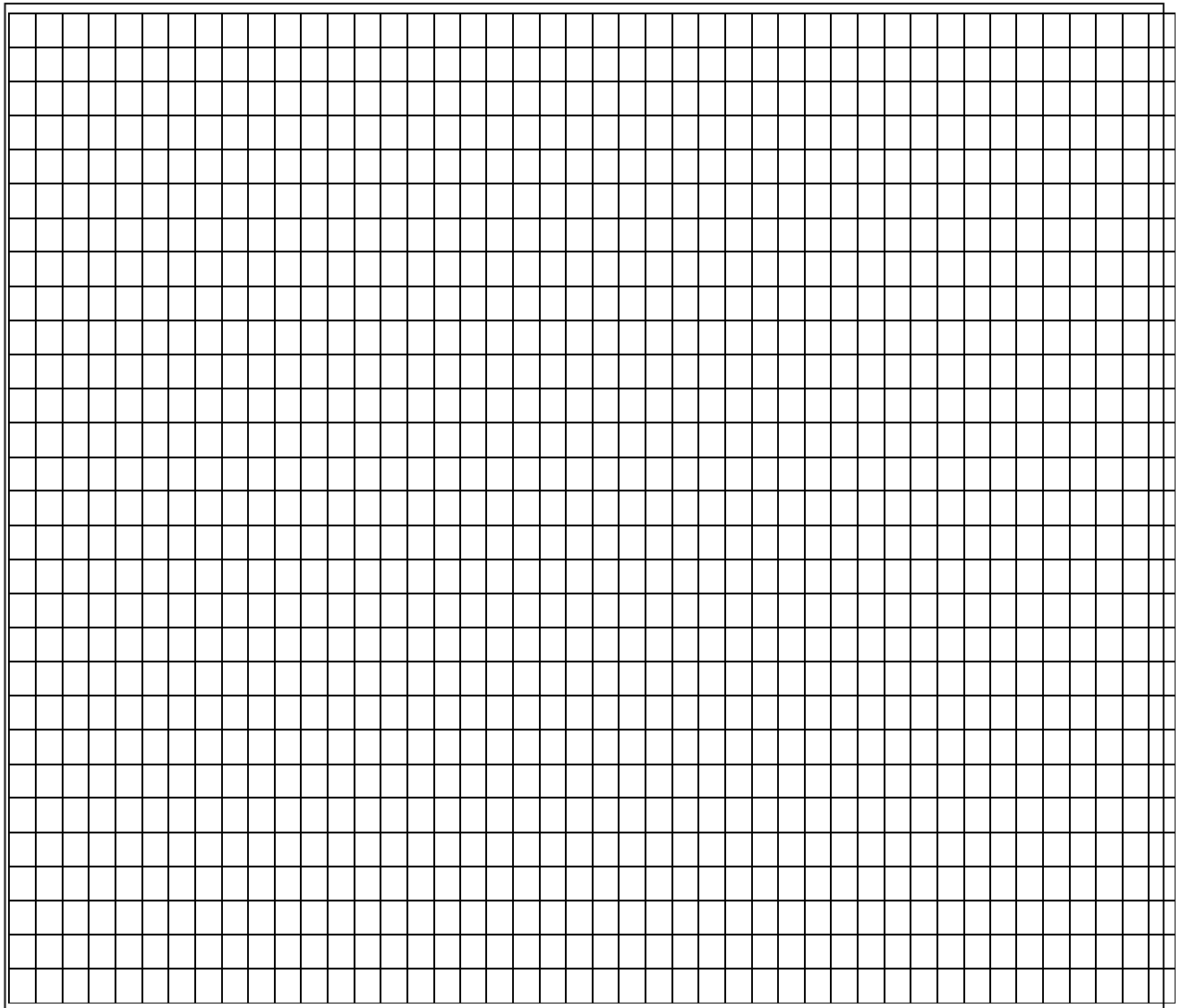
Dated _____

Signed _____ Property Owner or Contractor as Applicant

Sight Plan & Sketch

- 1. Indicate north point and all abutting roads.**
- 2. Show location of all structures and driveways. Indicate if “new” or “existing”.**
- 3. Show dimensions of proposed structures and other development, expressed in feet.**
- 4. There may be designated setbacks, which vary from one zoning district to another. The applicant is responsible and liable for exact measurements from all lot lines and road right-of-way lines. Check with the City Clerk for zoning setbacks in the district in which you are improving.**
- 5. Show shape and dimensions of your lot.**
- 6. On remodeling, show existing walls in black and changes in red.**
- 7. Be specific and detailed in your sketch and in your narrative statement, so the application furnishes a complete picture, in words and drawing, of what you propose to do.**
- 8. Application and drawing must be complete in its entirety and returned with the Construction Permit fee before it will be processed and approved.**

ONE SQUARE EQUALS 5 FEET



CONSTRUCTION PERMIT PROCEDURES FOR THE CITY OF ALBIA

1. Approval of **Construction Permit** on all exterior structures is required *before* construction/repair/demolition has begun.
2. A drawing is required showing the lay out of property lines, street names, existing structures and the proposed structures. Measurements showing the distance from the property line to the proposed structure must be displayed.
3. Estimated costs of the building structure are required and will be listed on the Construction Permit for the Monroe County Assessor's Office.
4. A Construction Permit is needed for any exterior structure constructed in a permanent manner this includes decks, breezeways, porches, storage sheds and moving any structure onto a property. Construction permits are also needed for any improvements or demolition of existing structures. Work must commence within 120 days of issuance. **Cost of the Construction Permit is 1% of cost, not to exceed \$500.00.** Permit must be returned to the City Office, 120 South A Street. If you have any questions call 932-2129.
5. **Assessory Buildings shall not exceed 16 ½ feet in height at the peak and shall not exceed 1300 square feet in total area and may not occupy more than 30% of the rear or side yard.**
6. If it is necessary to dig in the street, for water or sewer connection, a digging permit will be necessary, along with connection fees.
7. **Always** call Iowa One Call (800-292-8989) **before digging**. All utility services will locate underground service lines on your property without any charge.
8. **Tax Abatement** – You may be eligible for a Tax Abatement. Application forms are available from the City Clerk and must be approved via motion of the City Council.
9. **Oversize Permit Required:** An oversize permit is required for a vehicle over 18 tons and /or 2 axles, (concrete, lumber and other deliveries)