

BUILDING PERMIT

NO CONSTRUCTION MAY COMMENCE UNTIL YOU HAVE ANY APPROVED PERMIT IN HAND

Non-refundable Permit Filing Fee:

- \$75.00 - Garage and addition
- \$50.00 - Decks
- \$25.00 - Fences, Decorative landscaping, small utility sheds
- \$15.00 - Sidewalk and Driveways

Needed:

- Drawing noting lot lines, placement of structures.
- Distance between lot line and proposed structure (Please note front yard, side yard, etc)

Measurement needs to be taken from property owners lot lines. (This would not include city right-of-way)

Building Permit is needed for construction of:

1. Fences
2. Portable Sheds
3. Addition
4. Patios other than just a cement slab
5. Accessory building
6. All new construction
7. Sidewalks and Driveways
8. Decks

Please be prepared for Zoning Administrator

1. Stake or mark property lines
2. Mark out outline of structure
3. Provide phone number so the Administrator can set up a viewing time

Fences may be placed within 1 inch of property line.

Information regarding lot line should be accurate. Even though a permit is approved off of information given by the property owner to the Zoning Administrator, other property owners still have the right to challenge. This may require you to prove your established lot lines.

ALL PERMITS EXPIRE ONE (1) YEAR FROM THE APPROVAL DATE

APPLICATION FOR BUILDING PERMIT
CITY OF MANLY, IOWA

Owner's Name _____ Phone _____

Date _____ Owner's Address _____

Estimated cost of Project _____ Lot Dimensions _____

Type of Project _____ Construction Materials _____

Use of Building _____ Sq. Footage of Building _____

Height of Sidewalls _____

Distance of Construction from front lot line _____

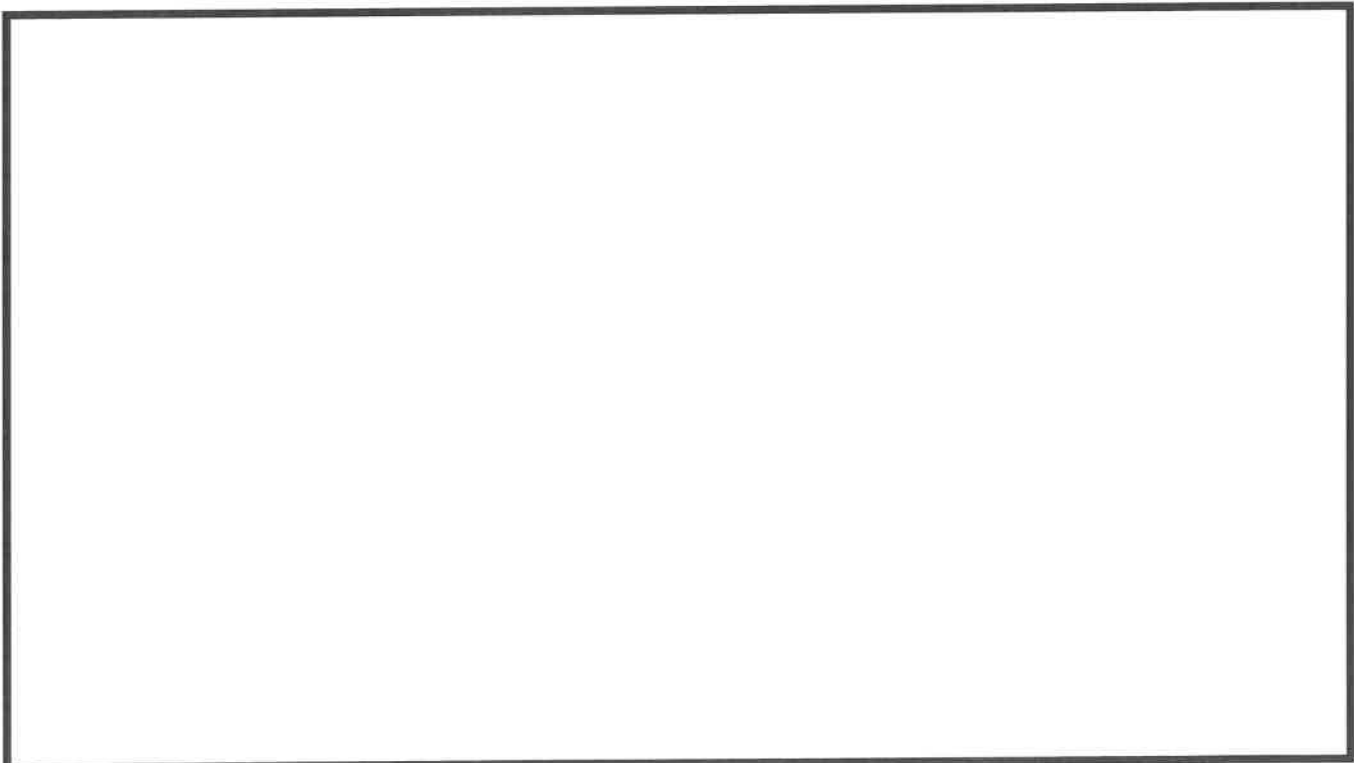
Distance of Construction to side yards; E or N _____ S or W _____

Distance of Structure from house or other buildings _____

Please draw a plan to scale of the lot indicating north and name of adjoining street or streets. Show the new structure and indicate the distance between that and the lot lines. If this is an accessory building, please show distance between this structure and main building.

I hereby certify that I have checked and complied with all zoning regulations and flood plain regulations in deficiencies effect at the time of application and agree to remove or bring into compliance all at my own expense upon being notified of any non-compliance.

Signature of Applicant: _____ Date _____



ZONING CODE: PERMIT EXPIRES 1 YEAR FROM APPROVAL DATE

Zoning Code that Applies to Project _____

Copy given to Applicant _____ Conforms to Zoning Code Yes _____ No _____

ZONING ADMINISTRATOR CONFIRMATION:

Approved on the _____ of _____, 20____
_____ Zoning Administrator

Disapproved on the _____ of _____, 20____
_____ Zoning Administrator

If the permit **does not** meet code specification, you may file a request for a consideration of a variance or a conditional use of property with the Board of Adjustment. There is a \$50.00 nonrefundable application fee which shall be filed within 10 days of the original disapproval date of the building permit. If you wish to consider, applications for variance or conditional use forms may be picked up at City Hall.

Procedure to come before the Board of Adjustment:

- A. File Variance or Conditional Use Application***
- B. A public hearing notice will be published and property owners within 200 feet of the property will be notified and be given the date and time of hearing***
- C. You will be required to be present at this hearing to answer any questions the Board may have. Failure to be present, application will automatically be denied.***

THE BOARD OF ADJUSTMENTS DECISION IS FINAL. PROPERTY OWNER'S RECOURSE IS TO FILE WITH DISTRICT COURT.