

City of Merville

Building Permit Application

Permit No.: _____

Issuance Date: _____

Fee Amount: _____

Property Address _____

Name of Applicant _____

Are you the contractor? Y _____ N _____ Are you the property owner? Y _____ N _____

****If not the property owner, you must be registered with the State of Iowa as a Contractor****

Contractor Iowa Registration No. _____

Applicant's Mailing Address _____

Applicant's Phone No. _____ Cell Phone _____

E-mail Address _____

Legal Description (if new structure) _____

Type of Improvement: New Building Addition Alteration/Repair Other _____

Describe Proposed Project _____

Overall Cost of Project \$ _____ Number of Stories _____

Required permits applied for:

Building Plumbing Electrical Furnace/HVAC Other _____

Please list all subcontractors (if applicable):

Building _____ Furnace _____

Plumbing _____ Others _____

Electrical _____

Zoning Area _____ Use of structure _____

Type of construction _____

Height of structure measured from finished grade to highest point of roof _____

Elevation above curb to top of foundation _____ (2 ½ foot minimum on new residential)

Distance from lot lines: Front _____ Rear _____

Side _____ Side _____

Corner lot - distance from the street side _____

Square Footage of: Main Floor _____ Second floor _____

Garage _____ Basement _____

Other _____

This application must be accompanied by a full set of building plans. Hand drawn may be accepted if done to scale. The following will be required: 1) Site Plan; 2) Floor Plan; 3) Elevations; 4) Footing/Foundation/Wall sections; 5) Grading Plan (show drainage plan); 6) RES-Check or COM-Check - mandatory enforcement of energy code requirements. (Exceptions to these requirements may apply to simple remodels, decks, sprinkler systems, etc. Call this office if unsure)

New or Re-purposed

Commercial exceeding 3,000 square feet	1/4 of 1% of estimated construction cost
Commercial less than 3,000 square feet	\$360
Residential	\$360
Detached building with utilities	\$250
Detached building without utilities	\$200
Renovation attached to structure	\$250
Small Structure (120 square feet or less)	\$50
Other	
Fence permit	\$50
Sidewalk permit	\$50
Grading permit	\$50
Water Meters	
3/4" Water Meter	\$310.50
1" Water Meter	\$425.10
*Water meters are to be purchased through City Hall. Homeowner's plumbing contractor is responsible for installation.	

SITEPLAN

1. Indicate North point and abutting roads.
2. Show locations of all structures and driveway, indicate if new or existing.
3. Show all dimensions of proposed structures and other development, expressed in feet.
4. Show off street parking and loading areas with dimensions. Contact Clerk for specific rules.
5. Show location of well and septic including tank and drain field, if applicable.
6. There may be designated setbacks that vary from one zone district to another. The property owner is responsible and liable for exact measurements from all lot lines and road right-of-way lines. Check with the Clerk for zoning setbacks in the district that you are improving.
7. Designated flood areas require a flood plain development permit which includes additional
8. Application and drawings must be completed in its entirety and returned with the filing fee before it will be processed and approved.



A large grid of blue lines on a white background, intended for drawing a site plan.