



RESIDENTIAL CONSTRUCTION PERMIT APPLICATION One & Two-Family

CITY OF CARTER LAKE, IOWA
Building & Zoning Department

950 Locust Street
Carter Lake, IA 51510
Telephone 712.847.0535
Fax: 712.347.5454
Inspection Request: 712.847.0535

	Permit Amount	Receipt #	Permit Number
JOB SITE ADDRESS:		PARCEL NUMBER:	
LEGAL DESCRIPTION: <input type="checkbox"/> Attachment			LOT SIZE:
ZONING DISTRICT: <input type="checkbox"/> R-1 Urban Residential Single-Family District <input type="checkbox"/> R-2 Urban Residential Mixed-Density District <input type="checkbox"/> R-3 Urban Residential Multi-Family District <input type="checkbox"/> R/CC CL Club Special Residential District <input type="checkbox"/> RM Mobile Home Residential District <input type="checkbox"/> C/L Locust Street Mixed Use Corridor District <input type="checkbox"/> T-C Town Center			
PROPERTY OWNER:		PHONE NUMBER:	
PROPERTY OWNERS ADDRESS:		STATE:	ZIP CODE:
GENERAL CONTRACTOR NAME:		STATE LICENSE #:	PHONE NUMBER:
CONTRACTOR MAILING ADDRESS:		STATE:	ZIP CODE:
SUB-CONTACTORS NAME & STATE LICENSE #'s:			
Electrical: _____		Plumbing: _____	
		Mechanical: _____	
State License #: _____		State License #: _____	
		State License #: _____	

Building Type/Use: Single Family Two-Family (Duplex) Other _____

Class of Work: New Structure Addition Other _____

CONSTRUCTION INFORMATION		
PROPOSED CONSTRUCTION DESCRIPTION:		
ESTIMATED CONSTRUCTION COST: \$	PROPOSED BUILDING AREA (square footage):	TYPE OF CONSTRUCTION:
PERMIT FEES		AMOUNTS
After calculating the square footage with the permit valuation multiplier and determining your total permitted valuation. Use the Building Permit Fee Schedule and determine your Building Permit Fee. This permit fee will be verified during plan review and collected at the time of permit issuance. (see next page to figure cost)		Building Permit Fee \$
Figuring the Plan Review Fee at 25% of the calculated Building Permit Fee cost. The Plan Review Fee will be a required deposit at the time of your permit application submittal and is non-refundable. (see next page to figure cost)		Plan Review Fee (submittal deposit) \$
		TOTAL AMOUNT \$

Applicant is responsible for obtaining all other necessary permits or approvals related to the proposed activity, including those that may be required by the State or Federal Government. Applicant will save, indemnify, and keep harmless the City of Carter Lake, Iowa its officers, employees, and agents against all liabilities, judgments cost, and expenses which may accrue against them in consequence of the granting of this permit, inspections, or use of any on-site or off-site improvements placed by virtue hereof, and will in all things strictly comply with all applicable rules, ordinances, and laws. Signature constitutes an attestation by the applicant that application complies with all covenants, conditions, and restrictions and all fees are nonrefundable upon issuance of this permit.

APPLICANT SIGNATURE: _____ **DATE** _____

Issued By:	Date:
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**RESIDENTIAL CONSTRUCTION
PERMIT VALUATION WORKSHEET
Dwelling Building Valuation Schedule**

(Standard 1 & 2 Family Dwelling Construction Valuation Multipliers)

BUILDING VALUATION OF:	PER SQUARE FEET
Living/Habitable Dwelling Area <i>(included all stories or levels)</i>	\$ 113.85 per Sq. Ft.
Manufactured Home – Habitable Area	\$ 45.09 per Sq. Ft.
Modular Home – Habitable Area	\$ 57.00 per Sq. Ft.
Basement – Finished Living/Habitable Dwelling Area	\$ 45.50 per Sq. Ft.
Basement – Unfinished	\$ 21.00 per Sq. Ft.
Garage – Attached or Detached	\$ 39.75 per Sq. Ft.
Carport – Attached or Detached	\$ 17.00 per Sq. Ft.
Porch – Enclosed Living/Habitable Area <i>(four season room)</i>	\$ 42.50 per Sq. Ft.
Porch – with covered Roof	\$ 21.50 per Sq. Ft.
Deck – Elevated Wood Deck not covered <i>(30-inches or greater above ground)</i>	\$ 18.25 per Sq. Ft.

OTHER INSPECTIONS AND FEES:

Inspections outside normal business hours (minimum three hours)	\$123.00/hr
Re-inspection fee assessed under provisions of 13.01.305.8	\$123.00/hr
Inspections for which no fee is specifically indicated (minimum one hour)	\$123.00/hr
Additional plan review required by changes, additions or revisions (minimum one hour)	\$123.00/hr
For use of outside consultants for plan review and inspections	Actual Costs*

*Or the total hourly cost to the jurisdiction whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

Type of Building Area	Square Footage	Multiplier	Valuations
		X	\$
		X	\$
		X	\$
		X	\$
		X	\$
		X	\$
Estimated Valuation:			\$

(Please see last attached sheet for Example)

BUILDING PERMIT FEE SCHEDULE

TOTAL VALUATION	FEE
\$1 to \$500	\$ 23.50
\$501 to \$2,000	\$ 23.50 for the first \$ 500.00 plus \$ 3.05 for each additional \$ 100.00, or fraction thereof, to and including \$ 2,000.00
\$2,001 to \$25,000	\$ 69.25 for the first \$ 2,000.00 plus \$ 14.00 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 25,000.00
\$25,001 to \$50,000	\$ 391.75 for the first \$ 25,000.00 plus \$10.10 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 50,000.00
\$50,001 to \$100,000	\$ 643.75 for the first \$ 50,000.00 plus \$ 7.00 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 100,000.00
\$100,001 to \$500,000	\$ 993.75 for the first \$ 100,000.00 plus \$ 5.60 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 500,000.00
\$500,001 to \$1,000,000	\$ 3,233.75 for the first \$ 500,000.00 plus \$ 4.75 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 1,000,000.00
\$1,000,001 and up	\$ 5,608.75 for the first \$ 1,000,000.00 plus \$ 3.15 for each additional \$ 1,000.00, or fraction thereof...

ZONING DISTRICT REGULATIONS

DISTRICT	Site Area per Housing Unit (sq ft)	Minimum Lot Area (sq ft)	Minimum Lot Width (feet)	Front Yard	Side Yard	Street Side Yard	Rear Yard	Max Height (feet)	Max Building Coverage	Max Impervious Coverage	Floor Area Ratio	Max % of Total Parking Located in Street Yard	Minimum Depth of Landscaping Adjacent to Street Right-of-Way Line (feet)
R-1													
1 - Family Units Detached	8,000	8,000	60	25	5	20	*	35	50%	60%	N/A	N/A	20
1- Family Units Attached	5,000	10,000	80	25	2	20	*	35	50%	60%	N/A	N/A	20
Other Permitted Uses		10,000	80	25	15	20	25	35	30%	40%	N/A	N/A	25
* Lesser of 20% of lot depth or 25 feet													
R-2													
1 - FAMILY DETACHED				25	5	15	25	35	45%	55%	N/A	N/A	20
Conventional Developments	6,000	6,000	60										
Planned Developments	5,000	4,000	45										
1 - FAMILY ATTACHED				25	10	15	25	35	45%	55%	N/A	N/A	20
Conventional Developments	5,000	5,000	50										
Planned Developments	5,000	4,000	40										
DUPLEX				25	10	15	25	35	45%	55%	N/A	N/A	20
Conventional Developments	3,000	6,000	75										
Planned Developments	3,000	6,000	65										
TOWNHOUSE				25	10	15	25	35	45%	55%	N/A	N/A	20
Conventional Developments	3,000	3,000	35										
Planned Developments	2,500	2,500	25										
OTHER PERMITTED USES				25	10	15	25	35	45%	55%	.50	50%	20
Conventional Developments		6,000	60										
Other Permitted Uses		6,000	60										
R-3													
1- FAMILY DETACHED				25	*7	15	25	35	55%	65%	N/A	N/A	20
Conventional Developments	6,000	6,000	60										
Planned Developments	5,000	4,000	45										
1- FAMILY ATTACHED				25	*7	15	25	35	55%	65%	N/A	N/A	20
Conventional Developments	6,000	5,000	45										
Planned Developments	5,000	4,000	40										
DUPLEX				25	*10	15	25	35	55%	65%	N/A	N/A	20
Conventional Developments	3,000	6,000	75										
Planned Developments	3,000	6,000	65										
* 5 ft for each additional story													

DISTRICT	Site Area per Housing Unit (sq ft)	Minimum Lot Area (sq ft)	Minimum Lot Width (feet)	Front Yard	Side Yard	Street Side Yard	Rear Yard	Max Height (feet)	Max Building Coverage	Max Impervious Coverage	Floor Area Ratio	Max % of Total Parking Located in Street Yard	Minimum Depth of Landscaping Adjacent to Street Right-of-Way Line (feet)
TC (continued)													
All Other Permitted Uses													
Conventional Developments	N/A	10,000	No requirement	0	0	0	0	35	50%	70%	3.0	50%	0*
Planned Developments													

* 5 ft. for one story. 5ft. for each additional story

Note 1: Flexible Floor Area Ratios in Planned Districts

The Planning Board and City may vary required minimum setbacks in planned districts. Along Arterials designated in the city's Comprehensive Development Plan, the Maintenance Supervisor may require a deeper front-yard setback.

DEFINITION OF ZONING DISTRICT

- R-1 Urban Residential Single-Family District
- R-2 Urban Residential Mixed-Density District
- R-3 Urban Residential Multi-Family District
- R/CC CL Club Special Residential District
- RM Mobile Home Residential District
- C/L Locust Street Mixed Use Corridor District
- C-1 Limited Commercial/Office District
- C-2 General Commercial District
- T-C Town Center
- C/A Abbott Drive Corridor District
- BP Business Park District
- M-1 Limited Industrial District
- M-2 General Industrial District
- MU Mixed Use District
- PUD Planned Unit Development Overlay District
- W Water-Oriented Development Overlay District
- FP/FW Floodplain Overlay District

Note: Height and Area Matrix, are the height and area requirements for each zoning district. Where there are two (2) or more values shown, the first is for the permitted use in the district followed by supplemental requirements for other uses and site conditions. For example, in the R-1 District the minimum lot width is shown as 60/70/35, which means that sixty (60) feet is the minimum lot width for most lots, seventy (70) feet is the minimum lot width for corner lots, and thirty-five (35) feet is the minimum lot width (at the curb) for lots abutting a cul-de-sac. The second value shown for rear and side setbacks in the commercial and industrial zoning districts are for lots that are adjacent to residential areas.

SECTION C- FLOOD PLAIN DEVELOPMENT

Rate Map Information		Rate Map <input style="width: 100%;" type="text"/>	Flood Zone: <input type="checkbox"/> .2% <input type="checkbox"/> AH <input type="checkbox"/> A <input type="checkbox"/> AO <input type="checkbox"/> AE <input type="checkbox"/> X	Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No	Floodway? <input type="checkbox"/> Yes <input type="checkbox"/> No
PROJECT DESCRIPTION	Type of Development	<input type="checkbox"/> Filing <input type="checkbox"/> Routine Maintenance <input type="checkbox"/> Substantial Improvement <input type="checkbox"/> Grading/Excavation <input type="checkbox"/> Minor Improvement <input type="checkbox"/> New Construction (Skip Structural Improvements) 			
	Detailed Description of Development Proposed	<input type="checkbox"/> Per Attachment			
STRUCTURAL IMPROVEMENTS	Is the existing structure non-conforming?	<input type="checkbox"/> Not Applicable <input type="checkbox"/> There is no existing structure <input type="checkbox"/> Yes <input type="checkbox"/> No			
	Size of existing structure(s):				
	Value of existing structure(s):	\$	Source of value of existing structure	<input type="checkbox"/> Assessor <input type="checkbox"/> Appraisal	
	Size of proposed structure and/or addition:				
	Estimated cost of improvements:	\$			
	Type of structure being constructed/improved:	<input type="checkbox"/> Residential Dwelling <input type="checkbox"/> Non-Residential <input type="checkbox"/> Accessory Building <input type="checkbox"/> Other: <input style="width: 100%;" type="text"/>			
FLOODPLAIN/FLOODWAY DATA	Is property located in a designated floodway?	<input type="checkbox"/> Yes <input type="checkbox"/> No If answered yes, certification must be provided prior to the issuance of a permit to develop, that the proposed development will result in no increase in the 100-year base flood elevation. No new residential or substantially improved buildings are permitted in the floodway.			
	Is property located in a designated floodway fringe?	<input type="checkbox"/> Yes <input type="checkbox"/> No If this permit is issued, it will be with the condition that the lowest floor (including basement) of any new or substantially improved residential building will be elevated at least 1.0 above the 100-year base flood elevation. If the proposed development is a non-residential building, this permit will be issued with the condition that the lowest floor (including basement) of a new or substantially improved non-residential building will be elevated or flood proofed to at least 1.0 foot above the 100-year base flood elevation. Detached accessory structures to a residential use may be exempt if it meets certain criteria. Contact the Planning Dept. of details.			
	MSL/NGVD=Mean Sea Level/National Geodetic Vertical Datum of 1929	Elevation of the 100-Year Base Flood:		MSL/NGVD:	
		Elevation of the proposed development site (natural ground/grade):		MSL/NGVD:	
	Required elevation/flood proofing level for lowest floor:		MSL/NGVD:		
	Proposed elevation/flood proofing level for lowest floor (including basement):		MSL/NGVD:		

PLEASE MAKE CERTAIN THAT YOU WANT TO PROCEED WITH THIS PROJECT WHEN SUBMITTING YOUR APPLICATION.
THE 25% PLAN REVIEW FEE IS NON-REFUNDABLE ONCE THE APPLICATION IS SUBMITTED.

PLAN SUBMITTAL REQUIREMENTS FOR SINGLE FAMILY & TWO-FAMILY DWELLINGS

GENERAL INFORMATION FOR SUBMITTAL

- Submit two (02) complete sets of plans in blueprint or photocopy form, with a plan review deposit.
 - Provide two (02) additional plot (site) plans if parcel is on septic along with a completed septic permit application
 - Pencil drawings or original drawings are not acceptable.
- If plans are prepared by an Iowa Registered Professional, ALL plans must be wet stamped, signed and dated.
- If plans are NOT prepared by a Licensed Iowa Design Registered Professional then either A or B option shall be used on the plans.
 - a. Iowa Licensed Contractor must place their business name and license number on all sheets prepared by them along with the required signature and date.
 - b. Owner/Builder must place their name on all sheets and note on the cover sheets, denoting their responsibility for the design and preparations of the plans.
- Provide Title Block on each sheet of plans with the following information:
 - Address, Assessor's Parcel Number of proposed construction site
 - Name and Address of design professional, contractor or owner/builder
- The cover sheet for the plans must indicate the square footage break-down, providing areas separately for the living (first & second floors) area, basement (unfinished) area, garage/storage area and all covered exterior patio, porches and deck areas.
- Plans must be drawn to an approved scale and fully dimensioned: Plot (site) plan approved scales; 1"=10', 1"=20' & 1"=30'/Construction plans (other than details) approved scales; 1/4"=1'-0" & 1/8"=1'-0" can be used if pre-approved by Department Staff.
- Minimum paper size for all plan sets; 11"X 17" paper.
- Revisions to plans must be made on the original drawings and new blueprints or photocopies submitted. No pencil drawing or marks will be accepted on plans at submittal.

Plans and specifications must be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the technical codes and all relevant laws, ordinances, rules and regulations. The following information must be incorporated on the plans as outlined below:

PLOT PLAN OR SITE PLAN

1. Provide North Arrow and required dimension scale.
2. Provide APN and address of proposed project.
3. Show the entire complete parcel including all property lines dimensional, all easements and all existing structures.
4. Provide structures (complete) footprint along with all setbacks (distances between proposed structure and the property lines) and distances between other structures on the parcel (existing and proposed).
5. Show required and approved drainage around structure; provide single contour lines showing direction (slope) of flow, finished floor elevation and existing pad elevation grade.
6. If available provide or note location of all utility laterals to the structure (water, sewer, septic, replacement field, well power, gas (propane), phone & TV (cable)).
7. Provide locations and call out street(s) name(s) and new (if required) or show existing curb, gutter, sidewalk, driveway(s) (proposed cut for new driveway) or County approved residential driveway approach(s)
8. If proposed project is in a flood zone, provide flood zone boundary lines and, if applicable, provide locations of designated multiple flood zone areas.

FOUNDATION PLAN & FOOTING PLAN

1. Provide structure foundation footprint, location and size of all piers and column footings, show all step footings and stem-walls-dimension all construction points-provide details for all footings and piers.
2. Show all locations, size, type, and spacing of floor joists, girders and beams-show locations of all double joists for bearing walls.
3. Call out size and type of floor sheathing.
4. Provide location of required under-floor access opening and size (min 22"x30").
5. Provide under-floor ventilation calculations along with all the locations & sizes of foundation vents (If required).

FLOOR PLAN

1. Provide floor layout for each level or story and dimension all walls, openings and construction points.
2. Indicate and label the use of each room within the dwelling or structure.
3. Provide all window locations, sizes and type (fixed, slider, casement, etc.) and meet natural light and ventilation requirements for habitable rooms.
4. Note all required fire-wall(s), materials and locations.

5. Provide all door locations, sizes, types and direction of swing.
6. Provide section detail for all stairway, handrails and guardrails.
7. Show location and size of attic access (min. 22x30).
8. Call out all room ceiling style types and heights.
9. Provide locations of all plumbing fixtures (bathtubs/showers/sinks), water heater(s), hose bibs, any other plumbing equipment and required vacuum breaker if lawn sprinkler system is included.
10. Provide location of all built-in kitchen and bathroom cabinets, and fixed applications (both interior and exterior).
11. Provide location of each type of heating, cooling and ventilation unit equipment.
12. Provide all locations(s) of fireplace(s) along with the required ICC/UL listing number, for all types fireplaces, provide required details and installation from manufacturer.

BUILDING SECTIONS

1. Show as many building sections as necessary to clearly show all framing details. Include garage section and all open covered porch and patio areas.
2. Provide complete construction details including bearing walls, spans of rafters, ceiling joists or trusses spacing and sizes.
3. Call out roof sheathing type and size.
4. Call out roof slope and type of roof covering.
5. Provide details or note all required connections of columns, posts and beams.
6. Provide and show insulation of R-value in ceiling, walls, under-floor or stem-walls.
7. Provide dimensions for all points of construction
8. For habitable rooms or areas with various ceiling heights (sloped), provide a room cross-section that has floor and ceiling dimensions at the lowest and highest areas.

ROOF FRAMING PLAN

1. Provide required attic ventilation calculations. (1/150 of the area of the space ventilated).
2. Provide locations, types and size of attic roof vents.
3. Show location and size of attic access (min. 22"x30").
4. Provide and call out all beam and header locations, type and size.
5. Provide any special framing detail or special connections.
6. Call out all locations and types of mechanical hardware to be used.
7. Show any and all roof features (sky-lights) with required details.

Pre-Manufactured Trusses - each truss will be designed by a Registered Iowa Engineer. Two (2) truss packages should be submitted with plans and shall bear the wet stamp, signature and date from the engineer.

- Provide location and spacing for trusses layout per truss drawings
- Provide locations of all girder trusses as per truss drawings.

Conventional Roof Framing - design as per IRC Chapter 8

Provide location, size and spacing for all roof joists, rafters and ridge beams.

EXTERIOR ELEVATIONS

1. Provide all exterior views (4-sides typical) of structure.
2. Show all exterior windows and door locations.
3. Provide location of any fireplace chimneys with height dimensioned from adjacent roof.
4. Call out all exterior finishes (siding/stucco/brick) and any special features.
5. Provide vertical height dimensioning from finish grade to finish floor(s), wall heights and roof peaks on each elevation side along with roof pitch slopes and overhang lengths.

ELECTRICAL PLAN

1. Provide complete floor(s) plan, identifying room areas, doors and windows.
2. Provide all electrical receptacles (outlets) and identify all required GFCI and AFCI type receptacles (outlets/lights/switches) with single line designation, any sub-panels and identify any 240-volt receptacles.
3. Show location of main meter/service panel and provide panel size (amperes) along with description or required grounding.
4. Provide locations of all required smoke detectors throughout structure.
5. Provide exhaust fan (s) with switch, in bathrooms and water closet compartments, which do not have an exterior operable window
6. Provide location of all built-in kitchen and bathroom cabinets and fixed appliances (both interior and exterior) with all electrical serving these counter areas.
7. Provide location of all electrical disconnects in relationship to fixed equipment.
8. Electrical calculation may be required for a particular size of project (check with the plan review staff).

EXAMPLE ONLY

EXAMPLE OF PERMIT FEE FOR ONE & TWO-FAMILY DWELLING

<u>Type of Building Area</u>	<u>Square Footage</u>		<u>Multiplier</u>	<u>Valuation</u>
<u>Main & 2nd Floors (<i>habitable area</i>)</u>	<u>2,000</u>	X	<u>\$ 113.85</u>	<u>\$ 227,700.00</u>
<u>Un-finished Basement</u>	<u>1,500</u>	X	<u>\$ 21.00</u>	<u>\$ 31,500.00</u>
<u>3-Car Garage</u>	<u>550</u>	X	<u>\$ 39.75</u>	<u>\$ 21,862.50</u>
<u>Enclosed Patio</u>	<u>150</u>	X	<u>\$ 42.50</u>	<u>\$ 6,375.00</u>
<u>Covered Patio/Porch Areas</u>	<u>285</u>	X	<u>\$21.50</u>	<u>\$ 6,127.50</u>
			Permit Valuation:	<u>\$293,565.00</u>

Permit Fee Calculations

Proposed Total Permit Valuation of \$ 293,565.00

For the first \$100,000.00 = \$993.75, plus 5.60 for each additional 1,000, or fraction thereof...

$$[(\$293,565 - 100,000 = 193,565) \frac{(193,565}{1,000} = 193.57 \times 5.60) = \$1,083.96 + \$993.75 = \$2,077.71]$$

BUILDING FEE \$ 2,077.71

PLAN REVIEW FEE
*(25% of the Building Fee - Deposit due upon
submittal)* \$ 519.43

TOTAL PERMIT FEE \$ 2,597.14

EXAMPLE ONLY

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