

# City of McCallsburg

## Building Permit

### Applicants Information

Name - \_\_\_\_\_

Current Address - \_\_\_\_\_

Home Phone # - \_\_\_\_\_

Cell Phone # - \_\_\_\_\_

Email Address - \_\_\_\_\_

Fee - \_\_\_\_\_

# City of McCallsburg

## Building Permit Application

Please read through all of the attached pages. The applicant is responsible for following all of the requirements and meeting all deadlines. Any questions you may have can be directed to the City Clerk at (515)434-2242. Please leave a message if you cannot call during business hours or you may email the City at [mcburg@netins.net](mailto:mcburg@netins.net).

When doing the scale drawing of your new construction, please use a ruler and indicate all directions, streets, property lines and setbacks. Setbacks are measured from the roof drop line. Please remember that the street is 66 feet wide and the setback starts from the edge of the street.

All permanent structures require a building permit, including patios, storage sheds, garages, swimming pools and fences.

## Required Setbacks

### Zones R-2, Medium Density Residential

Front yard – 25 feet

Rear yard – 25 feet

Side yard – 7 feet

Street side on a corner lot – 20 feet

Maximum height is 2 ½ stories or 35 feet

A storage shed or accessory building cannot be taller than 12 feet and must have a cement floor.

# City of McCallsburg

## Required Setbacks

### R-2, Multifamily Residential District

Minimum Front yard – 25 feet

Minimum Side yard – 7 feet\*

Minimum Rear yard – 25 feet

Maximum height – Principal Building – 45 feet

Accessory Building – 20 feet

\*For Detached Building – 5 feet each side

### R-2, Single Family/Duplex Residential District

Minimum Front yard – 25 feet

Minimum Side yard – 7 feet\*

Minimum Rear yard – 25 feet

Maximum Height – Principal Building – 35 feet

Accessory Building – 20 feet

\*For Detached Building – 5 feet each side

### M – Light Industrial District

Minimum Front yard – 25 feet

Minimum Side – 10 feet\*

Minimum Rear yard – 10 feet\*

Maximum Height – Principal Building – 45 feet

Accessory Building – 30 feet

\*Except when adjacent to an R or C2, in which case the minimum shall be 50 feet.

### C – 2, General Commercial District

Minimum Front yard – 5 feet

Minimum Side yard- 5 feet\*

Minimum Rear yard – 0 feet

Maximum Height – Principal Building – 50 feet

Accessory Building – 20 feet

\*Unless abutting a residential lot then the minimum side yard required is 15 feet. Animal hospitals, taverns and nightclubs shall have a 50 feet side yard from adjacent district.

### M – 2, Heavy Industrial District

Minimum Front yard – 25 feet

Minimum Side yard – 10 feet\*

Minimum Rear yard – 10 feet\*

Maximum Height – Principal Building – 45 feet

Accessory Building – 30 feet

\*Except when adjacent to an R or C-2. In which case the minimum shall be 50 feet.

Please attach paper with a sketch of the construction applying for. Include all existing buildings. Indicate directions, all dimensions and distance from lot lines of the construction.

## New Residential Building

Permits needed: building, sewer, and plumbing (water) which must all be returned to City Hall. The permits need to be paid for before an approved building permit will be issued.

## Application Procedures

1. Application available at City Hall and the City's website – [cityofmccallsburg.com](http://cityofmccallsburg.com).
2. Fill in all the necessary information and return completed application with required fee to City Hall.
3. Application will be granted or denied following a review by the Planning and Zoning Board.
4. If the application meets all the necessary requirements, set forth in the City Code of the City of McCallsburg, Iowa and all the fees have been paid, a building permit will be issued. The permit must be posted in a conspicuous place at the building site before any work is started.

## Permit Fees

Building permit – value under **\$1,000.00**

1. Fence, deck, patio, shed under 72 feet, playhouse or child's climber - **\$15.00**
2. Shed over 72 feet square feet, garage or pool - **\$35.00**
3. House, Duplex or Townhouse - **\$100.00 for first 1,000 square feet and \$20.00 per additional 100 square feet:**
  - 1,000 sq ft - **\$1,000.00**
  - 1,200 sq ft - **\$140.00**
  - 1,500 sq ft - **\$200.00**
  - 1,800 sq ft - **\$260.00**
  - 2,000 sq ft - **300.00**
  - 2,500 sq ft - **\$400.00**
  - 3,000 sq ft - **\$500.00**

Sewer permits:

1. Water (plumbing) permit - **\$25.00**
2. There is also a connection fee of a minimum of **\$150.00**; this may be higher depending on the actual cost to the City for connecting the property to the water system.
3. A **\$100.00** deposit is required before the water can be turned on. This fee is refunded after 2 years of regular on time bill payments of the utility bills.

If an application is denied, a hearing before the Board of Adjustments may be requested by making an application to the City Clerk and paying a **\$50.00** fee.

A public hearing date will be set by the Board of Adjustment. Notice of the hearing will be posted at least 2 weeks prior to the hearing with notices sent to all the Board of Adjustment members. It is the responsibility of the person who is requesting the variance to contact all neighbors.

Sewer Connection:

Residential - **\$380.00**

Commercial - **\$570.00**

Water Connection: **\$25.00 plus**

If pipes are run across street - **\$150.00**

Street Cut – Actual cost from contractor plus - **\$25.00**

Date - \_\_\_\_\_

# City of McCallsburg

## APPLICATION FOR PERMIT TO BUILD

I, \_\_\_\_\_ (print name), hereby make an application for a permit to build, re-build, construct an addition, upon the following described real estate located within the incorporated City of McCallsburg, Iowa, Story County, Iowa.

1. Legal Description: Lot \_\_\_\_\_, Block \_\_\_\_\_  
Addition \_\_\_\_\_
2. Street Address: \_\_\_\_\_
3. Dimensions of property: \_\_\_\_\_ feet by \_\_\_\_\_ feet
4. The size of the \_\_\_\_\_ (type of construction) will be \_\_\_\_\_ feet by \_\_\_\_\_ feet  
and will be \_\_\_\_\_ feet in height.
5. Construction materials will be: \_\_\_\_\_
6. Approximate cost of construction (material and labor) will be:  
\_\_\_\_\_



7. Said construction will be: \_\_\_\_\_ feet from North lot line,  
\_\_\_\_\_ feet from West lot line,  
\_\_\_\_\_ feet from South lot line,  
\_\_\_\_\_ feet from East lot line

8. There will be \_\_\_\_\_ outside opening (doors, gates) of the following sizes:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

**ALL PERMITS MUST BE PAID FOR AND RETURNED TO CITY HALL BEFORE AN APPROVED BUILDING PERMIT WILL BE ISSUED.** PLEASE INCLUDE A SKETCH OF THE CONTRUCTION PROJECT.

**PERMIT APPLICATIONS NEED TO BE COMPLETELY FILLED OR THEY WILL NOT BE CONSIDERED. CONSTRUCTION MUST BEGIN WITHIN 6 MONTHS OF ISSUANCE AND CONTRUCTION MUST BE COMPLETED WITHIN ONE (1) YEAR OF ISSUANCE OF PERMIT OR THE BUILDING PERMIT WILL BE VOID. ALL PERMIT APPLICATIONS MUST BE RECEIVED BY THE CITY CLERK. THE COMPLETED APPLICATION WILL BE SENT TO THE PLANNING AND ZONING BOARD.**

Signature of Applicant: \_\_\_\_\_





City Council:  
Scott Anderson  
Sharon Rainey  
LeAnn Hazen  
Gayle Springer  
Kirby Christensen

**Council Comments:**

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**Approval Date:** \_\_\_\_\_

