

**BUILDING PERMIT APPLICATION  
CITY OF MELBOURNE, IOWA 50162**

TYPE OF WORK:

APPLICATION:

_____ New Building	_____ Date
_____ Repair	_____ Check #
_____ Addition (deck, shed etc.)	_____ Receipt #
_____ Permit Fee (\$15.00 for \$25,000 anything over is 10 cents per \$1000)	

Application is hereby made for a Building permit as follows:

Owner's Name: (please print) \_\_\_\_\_

Address: \_\_\_\_\_

Builder's Name: (please print) \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Location in Detail: \_\_\_\_\_

Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_ Subdivision \_\_\_\_\_

Starting Date: \_\_\_\_\_ Estimated Date of Completion \_\_\_\_\_

Height in Stories \_\_\_\_\_ Type of Construction \_\_\_\_\_

Cost of Improvement: \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

The applicant certifies that the above information is true and accurate and that the above construction will comply with the zoning ordinance in all respects. Permit valid for one (1) year from date of approval.

**PLEASE COMPLETE OTHER SIDE OF APPLICATION**

**A TWO DIMENSIONAL SITE PLAN SHOWING THE LOCATION AND DIMENSIONS OF THE PROPOSED DEVELOPMENT SHALL ACCOMPANY THE APPLICATION OR PROVIDED IN THE BELOW SPACE. IF THIS IS NOT DONE APPLICATION IS CONSIDERED INCOMPLETE AND WILL NOT BE ACTED UPON UNTIL NEXT COUNCIL MEETING.**

**BUILDINGS MUST BE 7 FEET FROM SIDE AND BACK PROPERTY LINES AND 25 FEET FROM FRONT PROPERTY LINE (USUALLY INSIDE PUBLIC SIDEWALK)  
PLEASE BE SURE TO INCLUDE MEASUREMENTS IN YOUR DRAWING.**

### **UTILITIES CLEARANCE**

Applicant is responsible for contacting and obtaining clearance from all utilities indicating there is no conflict or interference with proposed construction and existing utilities. Iowa One Call: 1-800-292-8989

Date Building Permit (approved) \_\_\_\_ or (denied) \_\_\_\_

Final Approval: \_\_\_\_\_