

**POTTAWATTAMIE COUNTY, IOWA
COMBINED APPLICATION
RESIDENTIAL CONSTRUCTION PERMITS**

SECTION A – GENERAL INFORMATION	WHEN PERMITS ARE READY		<input type="checkbox"/> Mail them <input type="checkbox"/> Call me <input type="checkbox"/> Call the builder <input type="checkbox"/> Email me <input type="checkbox"/> Email the builder				
	PROPERTY OWNER	Name					
		Mailing Address	Street			City, State, Zip	
		Contact Information	Email <input type="checkbox"/>			Home # <input type="checkbox"/>	Work # <input type="checkbox"/>
		<input checked="" type="checkbox"/> Best Way to Contact				Cellular <input type="checkbox"/>	
	APPLICANT (if other than property owner)	Name					
		Mailing Address	Street			City, St, Zip	
		Contact Information	Email <input type="checkbox"/>			Home # <input type="checkbox"/>	Work # <input type="checkbox"/>
		<input checked="" type="checkbox"/> Best Way to Contact				Cellular <input type="checkbox"/>	
	PROPERTY INFORMATION	Job Site Address	<input type="checkbox"/> Same as above #1 <input type="checkbox"/> To be assigned by Planning Dept.				
Civil Township							
Legal Description		<input type="checkbox"/> Per Attachment					
Parcel Number							
Airport Hazard Zone?		<input type="checkbox"/> Yes** <input type="checkbox"/> No		**Subject to provisions of the Airport Hazard Zone Regulations.			
Zoning District		<input type="checkbox"/> A-1 <input type="checkbox"/> A-2 <input type="checkbox"/> A-3 <input type="checkbox"/> A-4 <input type="checkbox"/> R-1 <input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> R-5					
PERMITS BEING APPLIED FOR	Building permit-Section B	<input type="checkbox"/> Building Permit being applied for, complete Section B. <input type="checkbox"/> Agricultural Exemption, as approved by County, for use, skip to Section C					
	Septic Permit-Section C	<input type="checkbox"/> New Septic System being applied for, complete Section C <input type="checkbox"/> Existing Septic System, as approved by County for use, skip to Section D. Modifying bedrooms complete Section C. <input type="checkbox"/> Public or Common Sewer System, skip to Section D					
	Well Permit-Section D	<input type="checkbox"/> New Private Water Well, complete Section D. <input type="checkbox"/> Existing Private Water Well, complete "Existing" well information In Section D. <input type="checkbox"/> Public or Common Water System, skip to Section E					
	Floodplain Development Permit-Section E	Rate Map # 19155C0-	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, Skip to Section F.	Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No	Floodway? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Residential Energy Code Worksheet-Section F	<input type="checkbox"/> New 1 or 2 family dwellings and townhouses only, complete Section F. <input type="checkbox"/> Not applicable, complete Section G.					
	Attachments-Section G	All Permits require that Section G be completed.					
BUILDER (if other than property owners)	Name				State Registration#		
	Mailing Address	Street			City, State, Zip		
	Contact Information	Email <input type="checkbox"/>			Work # <input type="checkbox"/>	Cellular <input type="checkbox"/>	
	<input checked="" type="checkbox"/> Best Way to Contact						
LICENSED IOWA CONTRACTORS	Electrical Contractor A				State License#		
	Electrical Contractor B				State License#		
	Plumbing Contractor A				State License#		
	Plumbing Contractor B				State License#		
	Mechanical Contractor A				State License#		
	Mechanical Contractor B				State License#		

SECTION B – BUILDING PERMIT

IMPROVEMENTS DESCRIPTION

Valuation Estimate (From Valuation Calculation Form)				
Use of Structure	<input type="checkbox"/> Agricultural <input type="checkbox"/> Residential			
Interior Improvements for Accessory Structures	Will the interior of this building be improved, either now or in the immediate future, with <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Interior Walls <input type="checkbox"/> Finish the interior side of the exterior walls <input type="checkbox"/> Other If any of the proceeding improvements are checked, improvements must be shown on plans. <input type="checkbox"/> No interior improvements planned now or in the immediate future. If done in the future, permits are required.			
Business Use:	Will any business activity take place in this structure or on this property? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, consult with the Planning Department before continuing to complete this application.			
Work Classification	<input type="checkbox"/> New Construction <input type="checkbox"/> Addition to existing structure. Modifying bedrooms see SEPTIC PERMIT SECTION <input type="checkbox"/> Moving structure in <input type="checkbox"/> Change use of existing structure			
Description of Work <i>☑ all that apply</i>	<input type="checkbox"/>	Single-Family Dwelling	<input type="checkbox"/>	Detached Garage
	<input type="checkbox"/>	Manufactured Home (Converted to real estate, 1976 or newer HUD Approved) Make and Year	<input type="checkbox"/>	Deck
	<input type="checkbox"/>	Storage Building To Store:	<input type="checkbox"/>	Other
	<input type="checkbox"/>	Barn for animals or fowl-Not permitted in R-3	<input type="checkbox"/>	Addition to
		Type of Animals	<input type="checkbox"/>	Move In
		Number of Animals	<input type="checkbox"/>	Change Use from
		Acres of Pasture	<input type="checkbox"/>	Change to Use

BULK ZONING STANDARDS

STANDARDS	PRINCIPAL STRUCTURE			ACCESSORY STRUCTURE			
	Minimum	Maximum	Proposed	Minimum	Maximum	Proposed	
Building Height							*The front yard and street side setback minimums are measured from the road right-of-way, not from the center of the road and not from the edge of the gravel or pavement. **Detached accessory building may be located in the rear yard and shall occupy not more than 30% percent of the required rear yard; provided however, that this regulation shall not be interpreted as to prohibit the construction of a 440 square foot private garage on a minimum rear yard. Such buildings erected in a rear yard shall not be located closer than 4' to rear or side property line and on corner lots shall also comply with the setback requirements for side street yards as specified in Section 8.004.050. ***Off-street
Number of Stories							
Front Yard*							
Street Side Yard*							
Rear Yard					or 4'		
Interior Side Yard					or 4'		
Parking Spaces***							
Lot Coverage							

SECTION C-SEPTIC PERMIT	SEPTIC INSTALLER	Name		County Registration#			
		Mailing Address		Street	City, State, Zip		
		Contact Information		Email	Work # <input type="checkbox"/>		
			<input type="checkbox"/> Best Way to Contact	Cellular <input type="checkbox"/>			
	DESIGN BASIS	System to Serve		<input type="checkbox"/> New Structure <input type="checkbox"/> Existing Structure			
		Structure Type		<input type="checkbox"/> Single-Family Dwelling with _____ bedrooms			
				<input type="checkbox"/> Other _____, which has an estimated utilization of _____ gpd.			
		Water Supply		<input type="checkbox"/> Private Water Well <input type="checkbox"/> Public Water System <input type="checkbox"/> Public Water Well			
	Percolation Rate		Soil Loading Rate				
	SEPTIC SYSTEM DESIGN	<input type="checkbox"/> Septic Tank		Minimum	Existing	Proposed	
		A. Gallons					
		B. Compartments		2			
		C. Material Type					
		D. Tank Manufacturer					
<input type="checkbox"/> Laterals with Gravel		Minimum	Existing	Proposed			
A. Total Length							
B. # of Lines/Footage Each Line							
C. Trench Width		<input type="checkbox"/> 24" <input type="checkbox"/> 36"			<input type="checkbox"/> 24" <input type="checkbox"/> 36"		
D. Rock Depth Under Pipe		<input type="checkbox"/> 6" <input type="checkbox"/> 12"*** <input type="checkbox"/> 18"*** <input type="checkbox"/> 24"***			<input type="checkbox"/> 6" <input type="checkbox"/> 12"*** <input type="checkbox"/> 18"*** <input type="checkbox"/> 24"***		
					**Utilization of this depth of rock requires approval from the Office of Planning and Development.		
<input type="checkbox"/> Laterals-Gravelless/Chamber		Minimum	Existing	Proposed	Pipe Type		
A. Total Length					<input type="checkbox"/> 8" gravelless <input type="checkbox"/> 10" gravelless		
B. # of Lines/Footage Each Line					<input type="checkbox"/> 24"<Chamber <input type="checkbox"/> 33">Chamber		
<input type="checkbox"/> Other-Design Attached		Type of System:					

SECTION D – WELL PERMIT	WELL DRILLER	Name		County Registration #		
		Mailing Address	Street	City, State, Zip		
		Contact Information <input checked="" type="checkbox"/> Best Way to Contact		Email <input type="checkbox"/>	Work # <input type="checkbox"/> Cellular <input type="checkbox"/>	
	PROPOSED	Well #	Use Code (Table A)	Status Code (Table B)	Estimated Depth	
		#1				
		#2				
		#3				
		#4				
	EXISTING	Well #	Use Code (Table A)	Status Code (Table B)	Depth in Feet	Date Constructed
		#1				
#2						
#3						
#4						

TABLE A - USE CODE

- 1---Public Water Supply
- 2A-Private Water Supply for Existing House
- 2B-Private Water Supply for New House
- 3---Irrigation
- 4---Livestock
- 5---Commercial
- 6---To Be Plugged or Sealed
- 7---Conditioned Air (See Application #5)
- 8---Monitoring Well
- 9---Agricultural Drainage Well
- 10-Dewatering Well (See Application #6)
- 11-Injection Well
- 12-Fire Protection
- 13-Recreational
- 14-No Designated Use

TABLE B - STATUS CODE

- P-Proposed*
- 1-Existing and In Use
 - 2-Reserve Well/Well is in Good Condition
 - 3-Well in Poor Condition & Disrepair
 - 4-Well to be or is Properly Plugged and Sealed

Wells listed with a Status Code #1 or #2 must conform to well construction standards of Chapter 5.60, Pottawattamie County, Iowa, Code.

Wells listed with a Status Code #4 must have Form #DNR 542-1226 filed with the Iowa Dept of Natural Resources. Ask about cost sharing dollars for plugging.

IF YOU PROPOSE TO INSTALL A GEOTHERMAL WELL SYSTEM AND IT IS NOT INCLUDED WITH THIS PERMIT APPLICATION PACKET, A SEPARATE PERMIT AND FILING FEE (\$235, ALONG WITH POSSIBLY MECHANICAL PERMIT FEES) WILL BE REQUIRED.

SECTION E – FLOODPLAIN DEVELOPMENT PERMIT	PROJECT DESCRIPTION	Type of Development:		<input type="checkbox"/> Filing	<input type="checkbox"/> Grading/Excavation	
		Detailed Description of Development Proposed		<input type="checkbox"/> Routine Maintenance	<input type="checkbox"/> Minor Improvement	
			<input type="checkbox"/> Substantial Improvement	<input type="checkbox"/> New Construction(Skip Structural Improvements)		
	STRUCTURAL IMPROVEMENTS	Is the existing structure non-conforming?		<input type="checkbox"/> Not Applicable. There is no existing structure.		
		Size of existing structure		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		Value of existing structure		Source of value of existing structure	<input type="checkbox"/> Assessor <input type="checkbox"/> Appraisal	
		Size of proposed 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:		
	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)			MSL/NGVD	
		Required elevation/floodproofing level for lowest floor			MSL/NGVD	
		Proposed elevation/floodproofing level for lowest floor (including basement)			MSL/NGVD	
OTHER PERMITS	Other permits required?		Iowa Depart. of Natural Resources <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach copy of permit			
			Corps of Engineers 404 Permit <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach copy of permit			
			Other <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach copy of permit			

SECTION F – RESIDENTIAL ENERGY CODE WORKSHEET
International Energy Code, 2012

PROJECT ADDRESS:	
BUILDER:	
BUILDER PHONE:	
BUILDER FAX:	
BUILDER EMAIL:	

DESIGN CONDITIONS: Climate Zone 5

The International Energy Conservation Code, 2012 Edition, is adopted by reference as the required residential energy code of the State of Iowa, applicable to low-rise residential construction throughout the State of Iowa on or after June 1, 2014.

Select only one option for compliance:

- Option #1, Software Report (REScheck™) * Prescriptive Approach**
 Attach two (2) copies of REScheck™ report to this worksheet. REScheck™ software can be downloaded for free or a web-based version can be used. REScheck™ is located at the Dept of Energy's home page at www.energycodes.gov/rescheck.

- Option #2, Software Report (REScheck™) * Trade-off Approach**
 Attach two (2) copies of REScheck™ report to this worksheet. REScheck™ software can be downloaded for free or a web-based version can be used. REScheck™ is located at the Dept of Energy's home page at www.energycodes.gov/rescheck.

- Option #3, Approved Above Code Programs (Energy Star® or similar)**
 Attach supporting information clearly documenting that the proposed design or energy program meets or exceeds the requirements of the 2012 International Energy Conservation Code, including the name and contact phone number of the responsible party or company.

You should note that it will be the builders/designers responsibility to insure that the construction of this house is compliant with the improvements that will make the structure compliant with the 2012 IECC. At the time of final inspection you will be required to supply the County with a copy of the Certification that the house has a 70 or lower HERS (Home Energy Rating System) Index. Failure to supply the County with the documentation will result in the County withholding the issuance of the Certificate of Occupancy.

The proposed building represented in these documents is consistent with the building plans, specifications, and other calculations submitted with the permit application. The building has been designed to meet the requirements of the 2012 International Energy Conservation Code adopted by the State of Iowa.

Builder/Designer	Signature	Date
	Type or Print Name	

SECTION G – ATTACHMENTS
ATTACHED TO THIS APPLICATION IS THE FOLLOWING DOCUMENTATION AND/OR ATTACHMENTS:

	Attached	NA
A. <i>Plan Submittal Requirements for type of structure being constructed</i>	<input type="checkbox"/>	<input type="checkbox"/>
B. <i>Site Plan, Drawn to Scale</i>	<input type="checkbox"/>	<input type="checkbox"/>
C. <i>Site Plan Check List</i>	<input type="checkbox"/>	<input type="checkbox"/>
D. <i>Percolation Test Results or Soil Analysis</i>	<input type="checkbox"/>	<input type="checkbox"/>
E. <i>Entrance Permit</i>	<input type="checkbox"/>	<input type="checkbox"/>
F. <i>Filing Fee-Checks are to be made payable to "Pottawattamie County Treasurer".</i>	<input type="checkbox"/>	<input type="checkbox"/>
G. <i>Floodplain Elevation Certificate</i>	<input type="checkbox"/>	<input type="checkbox"/>
H. <i>Value Estimation Sheet</i>	<input type="checkbox"/>	<input type="checkbox"/>
I. <i>Contractor's Reconstruction/Improvement Affidavit</i>	<input type="checkbox"/>	<input type="checkbox"/>
J. <i>Owner's Reconstruction/Improvement Affidavit</i>	<input type="checkbox"/>	<input type="checkbox"/>
K. <i>Non-Conversion Agreement for fully enclosed areas below the lowest floor (Floodplain)</i>	<input type="checkbox"/>	<input type="checkbox"/>
L. <i>Residential Energy Code Worksheet</i>	<input type="checkbox"/>	<input type="checkbox"/>
M. <i>Grading Regular or Engineered Plan(2 copies)</i>	<input type="checkbox"/>	<input type="checkbox"/>

Please make be certain that you want to proceed with this project when you submit your application. The fees that you submit are not refundable once the application is submitted.

SIGNATURES	I certify that I have personally been to this property, reviewed the proposed development and acknowledge that the proposed construction of the BUILDING(S) will be able to be accomplished in accordance with the Building and Zoning Ordinance of Pottawattamie County, Iowa.		
	Building Contractor	Signature	
		Date	
		Type or Print Name	
	I certify that I have personally been to this property, reviewed the proposed development and acknowledge that the proposed construction of the SEPTIC SYSTEM will be able to be accomplished in accordance with the Onsite Wastewater Treatment and Disposal System Ordinance of Pottawattamie County, Iowa.		
	Commercial Septic Installer	Signature	
		Date	
		Type or Print Name	
	I certify that I have personally been to this property, reviewed the proposed development and acknowledge that the proposed construction of the PRIVATE WATER WELL will be able to be accomplished in accordance with the Private Water Well Ordinance of Pottawattamie County, Iowa.		
	Certified Well Driller	Signature	
		Date	
		Type or Print Name	
I certify that I own this property and that the information contained in this application is true and correct to the best of my knowledge and that all work will be completed in accordance with the Pottawattamie County, Iowa, Code.			
Property Owner	Signature		
	Date		
	Type or Print Name		

DO NOT START CONSTRUCTION UNTIL PERMITS ARE RECEIVED IN THE MAIL AND PLACARDS ARE POSTED. FAILURE TO WAIT FOR PERMITS AND POST PLACARDS WILL CAUSE YOU TO HAVE TO PAY AN INVESTIGATION FEE, WHICH IS DOUBLE THAT OF ANY PERMIT FEES YOU PAY. ADDITIONALLY, FAILURE TO OBTAIN PERMITS PRIOR TO STARTING CONSTRUCTION COULD RESULT IN THE ISSUANCE OF A CITATION OF COUNTY INFRACTION. OUR GOAL IS TO HAVE PERMITS OBTAINED PRIOR TO CONSTRUCTION STARTING. PLEASE HELP US ATTAIN THIS GOAL BY APPLYING FOR AND OBTAINING YOUR PERMITS BEFORE STARTING YOUR CONSTRUCTION.

RETURN COMPLETED FORM TO OBTAIN PERMIT PRIOR TO STARTING CONSTRUCTION:

POTTAWATTAMIE COUNTY
 PLANNING AND DEVELOPMENT
 223 SOUTH 6TH STREET
 COUNCIL BLUFFS, IA 51501-4245

IF YOU HAVE ANY QUESTIONS ON COMPLETING THIS FORM, PLEASE FEEL FREE TO CALL (712) 328-5792.
 YOU MAY BE DIRECTED TO THE BUILDING DIVISION IF YOU HAVE QUESTIONS RELATIVE TO THE BUILDING CODE RELATED ISSUES.

ONE & TWO-FAMILY DWELLING PERMIT VALUATION WORKSHEET

Dwelling Building Valuation Schedule

(Standard 1 & 2 Family Dwelling Construction Valuation Multipliers)

Building Valuation of:	Per Square Feet
Dwelling-Wood Frame-Habitable Living Area (include all stories or levels above basement)	\$ 71.50 per Sq.Ft.
Dwelling-Remodel Existing Habitable (living) Area	\$ 18.25 per Sq. Ft.
Dwelling-Pre-Manufactured Home-Habitable Living Area	\$ 35.75 per Sq. Ft.
Basement – Finished Living/Habitable Area	\$ 36.50 per Sq.Ft.
Basement – Unfinished Non-Habitable Area	\$ 18.25 per Sq.Ft.
Basement – Finish Existing Area into Habitable Area	\$ 28.50 per Sq. Ft.
Existing Garage Area – Change into Habitable (living) Area	\$43.50 per Sq.Ft.
Garage – Attached or Detached	\$ 28.00 per Sq.Ft.
Porch – Enclosed Living/Habitable Area (Sunroom)	\$ 29.50 per Sq.Ft.
Porch – with Roof Area	\$ 14.75 per Sq.Ft.
Deck – Elevated Wood Deck Uncovered (if 30" above grade) Zoning permit required if under 30"	\$ 8.25 per Sq.Ft.
Storage Shed/Pole Barn (post & truss design) Area	\$ 10.75 per Sq.Ft.
Existing Storage Shed/Pole Barn Moved onto New Foundation	\$9.25 per Sq.Ft.
Carport – Attached or Detached	\$ 12.50 per Sq.Ft.
Other Permits	Fee
Septic Permit	\$180.00
Well Permit	\$180.00 (County) \$25.00 (DNR)
Flood Plain Management Permit & Site Evaluation	\$180.00
Yard Marker	\$35.00

You need to be for certain that you want to proceed with this project when you submit your application. The fees that you submit are **not refundable** once the application is submitted. If you are paying these fees with a credit card, there will be a 5% convenience fee in addition to a \$.50 administrative fee added to your fee total. This will apply to plan review fees as well as any other permit fees.

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

EXAMPLE

Type of Building Area	Square Footage		Multiplier (\$)	Valuation (\$)
<u>Main & Second Floors (Living)</u>	<u>2,570</u>	<u>X</u>	<u>71.50</u>	<u>183,755.00</u>
<u>Basement-Unfinished</u>	<u>1,635</u>	<u>X</u>	<u>18.25</u>	<u>29,838.75</u>
<u>3-Car Garage</u>	<u>550</u>	<u>X</u>	<u>28.00</u>	<u>15,400.00</u>
<u>Enclosed Patio (Rear)</u>	<u>150</u>	<u>X</u>	<u>29.50</u>	<u>4,425.00</u>
<u>Covered Patios & Decks</u>	<u>285</u>	<u>X</u>	<u>14.75</u>	<u>4,203.75</u>
TOTAL SQUARE FOOTAGE	<u>5,190</u>		TOTAL VALUATION	<u>237,622.50</u>

For the first \$100,000 = \$993.75, plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000
 [(237,622.50 – 100,000) ÷ 1,000 = 137,622.50 ÷ 1,000 = 137.62 x 5.60] = \$770.75 + \$993.75 = \$1,764.50

Building Permit Fee	\$1,764.50
Planning Review Fee (Deposit Upon Submittal) ¹	\$ 441.25
TOTAL PERMIT FEE	\$2,205.75

¹ 25% of Building Permit Fee

The above EXAMPLE is only. Complete the ESTIMATE on the following page for your particular submittal.

<u>Dwelling-Wood Frame-Habitable Living Area</u>		\$71.50	
<u>Dwelling-Remodel Existing Habitable (living) Area</u>		\$18.25	
<u>Dwelling-Pre-Manufactured Home-Habitable Living Area</u>		\$35.75	
<u>Basement-Finished Habitable Area</u>		\$36.50	
<u>Existing Garage Area – Change into Habitable (living) Area</u>		\$43.50	
<u>Basement-Unfinished Non-Habitable Area</u>		\$18.25	
<u>Basement-Finish Existing Area into Habitable Area</u>		\$28.50	
<u>Garage-Wood Frame-Attached</u>		\$28.00	
<u>Porch-Enclosed (Sunroom)</u>		\$29.50	
<u>Porch-Covered Roof</u>		\$14.75	
<u>Deck-Elevated Wood Uncovered</u>		\$8.25	
<u>Garage-Detached</u>		\$28.00	
<u>Storage Shed/Pole Barn-Unfinished</u>		\$10.75	
<u>Storage Shed/Pole Barn-Finished</u>		\$28.00	
<u>Existing Storage Shed/Pole Barn Moved onto new foundation</u>		\$9.25	
<u>Carport-Wood/Metal-Attached or Detached</u>		\$12.50	
Note: If you are paying these fees with a credit card, there will be a 5% convenience fee in addition to a \$.50 administrative fee added to your fee total. This will apply to plan review fees as well as any other permit fees. You need to be for certain that you want to proceed with this project when you submit your application. The fees that you submit are not refundable once the application is submitted.		Estimated Total Valuation	
		Building Permit Fee	

Calculate the square footage with the valuation multiplier above. Add the valuations together to obtain the Estimated Total Valuation. Use the Building Permit Fee from the previous page and determine your Building Permit Fee. The Plan Review fee is 25% of the Building Permit Fee. A deposit for the Plan Review Fee is required at the time your application is submitted, along with your yard marker, septic permit fee, well permit fee and flood plain development permit fee, where applicable. The remaining Building Permit Fees will be verified during the Plan Review and will be collected prior to the Permits being issued.

Fees due for Plan Review, Septic, Well, Floodplain & Yard Marker upon submittal of Permit Applications		For Office Use Only	
	Applicant's Estimates	Staff Calculations	Bldg Official's Final Calculations
<i>Plan Review Fee 25% of Building Permit Fee above</i>			
<i>Septic Permit Fee</i>			
<i>Well Permit Fee-County</i>			
<i>Floodplain Development Fee</i>			
<i>Yard Marker</i>			
<i>County Fees due at Plan Review Submittal</i> <i>Checks made payable to "Pottawattamie County Treasurer"</i>			
<i>State Well Permit Fees due at Plan Review Submittal</i> <i>Checks made payable to "Iowa DNR"</i>			
Fee for Building Permit due upon issuance of Building Permit		For Office Use Only	
	Applicant's Estimates	Staff Calculations	Bldg Official's Final Calculations
<i>Building Permit Fee from above estimate</i>			
<i>Adjustments from Plan Review Fees</i>			
Total Building Permit Fee Due <i>Checks made payable to "Pottawattamie County Treasurer"</i>			

Scaled Drawings for Permits shall show the following
 Complete this form in addition to application and site plan

Shown on Plan	Not Applicable	
<input type="checkbox"/>	<input type="checkbox"/>	Shape and dimensions of the property
<input type="checkbox"/>	<input type="checkbox"/>	Distance from centerline of driveway to the closest property line
		Location and size of
<input type="checkbox"/>	<input type="checkbox"/>	Existing structures
<input type="checkbox"/>	<input type="checkbox"/>	Proposed structures
		Location of
<input type="checkbox"/>	<input type="checkbox"/>	Well & septic corridor boundaries (only for those subdivisions where they have been established at the time of final plat)
<input type="checkbox"/>	<input type="checkbox"/>	Percolation test holes and bore hole
<input type="checkbox"/>	<input type="checkbox"/>	Private water well(s) on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Public water well(s) on-site and/or within 400' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Groundwater heat pump bore holes on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Drainage wells on-site and/or within 1000' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Lakes or reservoirs on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Streams or ponds on-site and/or within 25' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Drainage ditches on-site and/or within 10' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Public water supply lines on-site and/or within 10' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Formed manure storage structures, confinement buildings, feedlot solids settling facility, open feedlots on-site and/or within 200' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Earthen manure storage basins, runoff control basins and anaerobic lagoons, sanitary landfills on-site and/or within 1000' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Domestic wastewater lagoons on-site and/or within 400' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Preparation or storage area for spray materials, commercial fertilizers or chemicals that may result in ground water contamination on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Soil absorption field (laterals) on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Septic tank on-site and/or within 50' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Hydrants on-site and/or within 10' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Liquid hydrocarbon storage tanks (gas and diesel) on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Sanitary landfills on-site and/or within 1000' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Sewer of cast iron with leaded or mechanical joints, sewer of plastic pipe with glued or compression joints, independent clear water drains, cisterns, well pits, or pump house floor drains on-site and/or within 10' of property boundaries

ALL PROPOSED IMPROVEMENTS AND ANY SUBSURFACE EXISTING IMPROVEMENTS (FOR EXAMPLE SEPTIC SYSTEM) SHALL BE STAKED, FLAGGED AND IDENTIFIED APPROPRIATELY. (SEPTIC TANK FLAG MARKED "SEPTIC TANK", WELL FLAG MARKED "WELL" AND SO ON.

CONTRACTOR
RECONSTRUCTION/IMPROVEMENT(S) AFFIDAVIT

CONTRACTOR NAME: _____
CONTRACTOR ADDRESS: _____
IOWA CONTRACTOR'S #: _____
PROPERTY OWNER NAME: _____
PROPERTY ADDRESS: _____
LEGAL DESCRIPTION: _____
PARCEL NUMBER: _____

I hereby attest to the fact that I, or a member of my staff, personally inspected the above-mentioned property and produced the attached itemized list of repairs, reconstruction and/or remodeling list that is hereby submitted for a SUBSTANTIAL DAMAGE/IMPROVEMENT REVIEW. These damages/improvements are ALL OF THE DAMAGE/IMPROVEMENTS sustained by this structure, and that all additions, improvements or repairs proposed on the subject building are included in this estimate.

I understand that I am subject to enforcement and penalties for violation actions (s) and/or fine(s) if inspection of the property reveals that I have made repairs or improvements NOT INCLUDED ON THE ATTACHED LIST OF REPAIRS/IMPROVEMENTS TO THIS STRUCTURE or any nonconforming or illegal structure(s)/addition(s) or repairs are included on the existing structure without having presented plans for such additions. I understand that any permit issued by Pottawattamie County pursuant to this Affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, shed or non-conforming uses or structures on the subject property.

SEE ATTACHED ITEMIZED LIST

Total Materials \$ _____
Total Labor Costs \$ _____
Overhead and Profit \$ _____
Total Cost \$ _____

Dated this _____ day of _____, 20____.

Signature of Contractor

STATE OF IOWA)
)§
POTTAWATTAMIE COUNTY)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the County of Pottawattamie, State of Iowa, personally appeared _____ to me known to be the person or persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as her voluntary act and deed.

In Witness Whereof, I have hereunto signed my name and affix my notarial seal the day and year last above written.

Notary Public

OWNER
RECONSTRUCTION/IMPROVEMENT(S) AFFIDAVIT

CONTRACTOR NAME: _____
CONTRACTOR ADDRESS: _____
IOWA CONTRACTOR'S #: _____
PROPERTY OWNER NAME: _____
PROPERTY ADDRESS: _____
LEGAL DESCRIPTION: _____
PARCEL NUMBER: _____

I hereby attest to the fact that the repairs/improvements and/or remodeling list submitted for all of the SUBSTANTIAL DAMAGE/IMPROVEMENT REVIEW by my contractor are ALL OF THE DAMAGES/IMPROVEMENTS sustained by this structure and will be done to the existing building and all additions, improvements or repairs proposed on the subject building are included in this estimated construction herewith. NO OTHER CONTRACTOR HAS MADE OR WILL MAKE ANY REPAIRS, RECONSTRUCTION, ADDITIONS OR REMODELING TO THE ABOVE NOTED PROPERTY NOT INCLUDED IN THE ATTACHED LIST. I HAVE NOT NOR WILL I MAKE ANY REPAIRS, RECONSTRUCTION, ADDITIONS OR REMODELING TO THE ABOVE NOTED PROPERTY NOT INCLUDED IN THE ATTACHED LIST.

I understand that I am subject to enforcement and penalties for violation actions (s) and/or fine(s) if inspection of the property reveals that I have made repairs or improvements NOT INCLUDED ON THE ATTACHED LIST OF REPAIRS/IMPROVEMENTS TO MY HOME or that I have included any nonconforming or illegal structure(s)/addition(s) or repairs are included on the existing structure without having presented plans for such additions. I understand that any permit issued by Pottawattamie County pursuant to this Affidavit does not authorize the reconstruction, repair or maintenance of any illegal additions, fences, shed or non-conforming uses or structures on the subject property.

Dated this _____ day of _____, 20_____.

Signature of Owner

STATE OF IOWA)
)§
POTTAWATTAMIE COUNTY)

On this _____ day of _____, 20_____, before me, the undersigned, a Notary Public in and for the County of Pottawattamie, State of Iowa, personally appeared _____ to me known to be the person or persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as her voluntary act and deed.

In Witness Whereof, I have hereunto signed my name and affix my notarial seal the day and year last above written.

Notary Public

**NON-CONVERSION AGREEMENT
FOR ELEVATED STRUCTURES LOCATED IN THE FLOODPLAIN
IN POTTAWATTAMIE COUNTY, IOWA**

Application has been made for a Building Permit Pottawattamie County, Iowa.

Permit # _____
Property Owner(s) _____
Property Address _____
Deed Dated _____ Deed Recorded Date/Book & Page _____
Legal Description _____
Flood Zone _____ Base Flood Elevation _____ feet (NGVD) Base Flood Elevation plus 1' at the site is _____ feet (NGVD)
Map/Panel Number _____
Effective Date _____

In consideration for the issuance of the above-described Permit for the house situated on the above-described property, the property owner agrees to the following:

1. That the enclosed area(s) below the (BFE) plus one foot shall be used solely for parking of vehicles, limited storage, and/or access to the building and will never be used for human habitation without first becoming fully compliant with the Pottawattamie County Floodplain Ordinance in effect at the time of conversion.
2. The interior portion of such enclosed area(s) shall be unfinished or constructed of flood resistant materials, with no partitioning into separate rooms.
3. The interior portion of such enclosed area(s) shall be void of utilities except for essential lighting and power as required, and cannot be temperature controlled, unless all electrical wiring components, heating, cooling, water heaters or other such mechanical equipment are elevated at least one foot above BFE.
4. The walls of the enclosed areas below the BFE shall be equipped with at least two vents which permit the automatic entry and exit of flood waters with total openings of at least one square inch for every square foot of enclosed area or FEMA approved engineered vents that are certified to provide a specific enclosure per vent. The vents shall be on at least two different walls and the bottoms of the vents shall be no more than one foot above the exterior/interior grade.
5. Any alterations or changes from these conditions constitute a violation of the floodplain permit and may render the structure uninsurable or increase the cost for flood insurance. Furthermore, violations of this agreement shall be enforced in accordance with Chapter 5.30 of the Pottawattamie County Floodplain Management Code.
6. That this Non-conversion Agreement becomes a part of Permit # _____.

Dated this _____ day of _____, 20____.

Signature of Owner

STATE OF IOWA)
)§
POTTAWATTAMIE COUNTY)

On this _____ day of _____, 20 _____, before me, the undersigned, a Notary Public in and for the County of Pottawattamie, State of Iowa, personally appeared _____ to me known to be the person or persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as her voluntary act and deed.
In Witness Whereof, I have hereunto signed my name and affix my notarial seal the day and year last above written.

Notary Public

Signature of Owner

STATE OF IOWA)
)§
POTTAWATTAMIE COUNTY)

On this _____ day of _____, 20 _____, before me, the undersigned, a Notary Public in and for the County of Pottawattamie, State of Iowa, personally appeared _____ to me known to be the person or persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as her voluntary act and deed.
In Witness Whereof, I have hereunto signed my name and affix my notarial seal the day and year last above written.

Notary Public