

REQUIRED FIELDS are **highlighted** for fences, sheds, decks, etc. Some applications require additional details: new homes & buildings, additions, etc. Blank items may delay the permit or result in a returned application. Please allow 1-2 weeks for processing.

**Owner's Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Owner's Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

Contractors Name & Address \_\_\_\_\_ Phone \_\_\_\_\_

Lot Number or Lot Address if different from above \_\_\_\_\_

**Use of Structure** \_\_\_\_\_ **Structure Square Footage** \_\_\_\_\_ **Construction Material** \_\_\_\_\_ # of Stories \_\_\_\_\_

Lot Dimensions \_\_\_\_\_ Lot Square Footage \_\_\_\_\_ Zoning Classification \_\_\_\_\_

**STRUCTURE DISTANCES TO LOT LINES** N \_\_\_\_\_ S \_\_\_\_\_ E \_\_\_\_\_ W \_\_\_\_\_

**ALL APPLICATIONS:** Draw a plan to scale (or legible sketch) of the lot for the structure indicating north and name of adjoining street(s). Show the foundation of the new structure and its dimensions. Use the back of this permit application or attach a sheet.

**ESTIMATED COST OF STRUCTURE** \$ \_\_\_\_\_

If an **ACCESSORY BUILDING** in residentially zoned area only. Height of side walls \_\_\_\_\_ Maximum is nine (9) feet.

**IS THIS PROJECT IN THE FLOOD PLAIN?** \_\_\_\_\_ IF SO, COMPLETE A FLOOD PLAIN DEVELOPMENT PERMIT APPLICATION AND ELEVATION CERTIFICATE.

The following fees **MUST BE PAID** before the Building Permit will be issued:

**PERMIT FEE:** \$ \_\_\_\_\_ \$30 minimum **or** \$0.10 per sq. ft. up to 5,000 sq. ft. of foundation space including decks, porches & garages. Space over 5,000 sq. ft. at an additional \$0.03 per sq. ft. Structures in 100-year flood plain are \$0.12 per sq. ft.

**SEWER HOOKUP:** \$250 residential, \$500 commercial \$ \_\_\_\_\_ **INSPECTION:** \$5 residential, \$15 commercial \$ \_\_\_\_\_

**WATER HOOKUP:** \$225 for 1" --add \$25 for each 1/4" beyond 1" \$ \_\_\_\_\_ **INSPECTION:** \$5 residential, \$15 commercial \$ \_\_\_\_\_

**WATER METER:** \$200 for 1" \$ \_\_\_\_\_ **EXCAVATION REPAIR:** \$2.75 / SF for street damage from hookup \$ \_\_\_\_\_

Do you plan to have footing tile? \_\_\_\_\_ It is unlawful to connect footing tile or eaves to the sanitary sewer. Please notify the City before back filling. Is a Digging Permit required? \_\_\_\_\_ (alley or street)

**Commercial Permits only:** # of parking spaces \_\_\_\_\_ Seating capacity (if place of public assemblage) \_\_\_\_\_

I hereby certify that I have checked and complied with all zoning regulations and flood plain regulations in effect at the time of application and agree to remove or bring into compliance all deficiencies at my own expense upon being notified of any non-compliance. My signature upon this application signifies that I understand that it is my responsibility to research for any restrictive covenants that may pertain to my property and that the City of Humboldt is not responsible to enforce these restrictive covenants. I also certify that the City of Humboldt is not responsible for determining the location of any lot lines or boundaries, nor does the approval of this application indicate confirmation by the City of said lot line or boundary location.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Approved:  Not Approved:  \_\_\_\_\_ Administrative Officer Date: \_\_\_\_\_

If Not Approved: Zoning Board of Adjustment Meeting \_\_\_\_\_ ZBA# \_\_\_\_\_ Published \_\_\_\_\_  
 Approved by ZBA \_\_\_\_\_ All fees paid \_\_\_\_\_  
 Copy sent to Administrator \_\_\_\_\_

For assistance with measuring lot lines, please visit the Humboldt County Assessor's website and use the Beacon Map and Measuring Tool: <https://humboldt.iowaassessors.com/search.php> or <https://beacon.schneidercorp.com/>

City code online: [https://www.amlegal.com/codes/client/humboldt\\_ia/](https://www.amlegal.com/codes/client/humboldt_ia/)

Zoning Administrator: Kim Jensen cell/text: 515-368-2740

