



APPLICATION FOR ZONING PERMIT - NEW CONSTRUCTION OR ADDITION

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

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

Contractor's Name & Address \_\_\_\_\_ Phone \_\_\_\_\_

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

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

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

Estimated Cost of Structure \_\_\_\_\_

Sidewall Height \_\_\_\_\_

Estimated Start Date \_\_\_\_\_

Living Area Square Footage \_\_\_\_\_

Estimated Completion Date \_\_\_\_\_

Structure Height \_\_\_\_\_

Use of Structure \_\_\_\_\_

Structure Square Footage \_\_\_\_\_

Type of Construction

- Single Family Residence
- Duplex/Two Family Residence
- Multi-Family Residence
- Residential Addition
- Accessory Structure
- Deck/Patio/Steps/Ramp
- Accessory Dwelling Unit (ADU)
- Commercial or Industrial
- Other: \_\_\_\_\_

Building Materials (Check all that apply)

- Wood Frame
- Metal Frame
- Concrete
- Exterior Material: \_\_\_\_\_
- Other: \_\_\_\_\_

Roofing Materials:

- Asphalt
- Metal (non-corrugated)
- Metal Shingle
- Stone or Brick
- Membrane/Flat Roof

Additional Items:

- Water Hookup
- Sewer Hookup
- Water Meter
- Street Excavation (Permit Required)
- Floodplain (Permit Required)
- Building Demolition (Permit Required)
- Airport Zoning Overlay (Permit Required)

For assistance with measuring lot lines or finding your property's legal description, 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: [https://www.amlegal.com/codes/client/humboldt\\_ia/](https://www.amlegal.com/codes/client/humboldt_ia/)

City Zoning Map: <https://www.cityofhumboldt.org/departments/zoning>

Zoning Administrator: Joel Hanus – [zoningadmin@cityofhumboldt.org](mailto:zoningadmin@cityofhumboldt.org)



1-800-292-8989  
[www.iowaonecall.com](http://www.iowaonecall.com)





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### Additional Items and Attachments

1. The applicant must complete a site plan as described on page 3.
2. A zoning permit application for a new primary structure must include a full set of applicable plans.
3. The zoning permit expires if work has not started within six (6) months of issuance or if the work has not been completed within two (2) years of issuance. The applicant may request one extension for no more than six (6) months.
4. The applicant is responsible for contacting Iowa One Call (811) at least forty-eight (48) hours before digging.
5. The City of Humboldt does not locate property pins, lot lines, or easements. It is the responsibility of the property owner to do so and inaccurate information on this form can result in application denial, revocation, and/or legal action.
6. The applicant must contact City Hall (515-332-3435) for an inspection prior to tapping into the water or sanitary sewer main.
7. If the property is located within the floodplain, the applicant must submit a Floodplain Development Permit Application in addition to the zoning permit application.
8. If the property is located within the Airport Zoning Overlay, additional restrictions and height limitations may apply. The applicant must also submit an Airport Zoning Overlay permit application.
9. The zoning permit fee must be paid at the time of application and include any costs for water/sewer tapping, inspections, and water meters.
10. Your construction may be subject to additional private requirements (covenants). The City does not maintain or enforce restrictive covenants, plat requirements or deed restrictions. Property owners should check for private covenants, restrictions and other requirements before construction.

I hereby certify that I have checked and complied with all zoning regulations, flood plain regulations and airport 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: \_\_\_\_\_

For City Use Only

Approved:  Not Approved:  Zoning Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Application Requires:

- Variance
- Special Use
- Rezoning

Payment Type Made with Submission:

- Check
- Cash
- Debit or Credit

Zoning Administrator: Joel Hanus – zoningadmin@cityofhumboldt.org

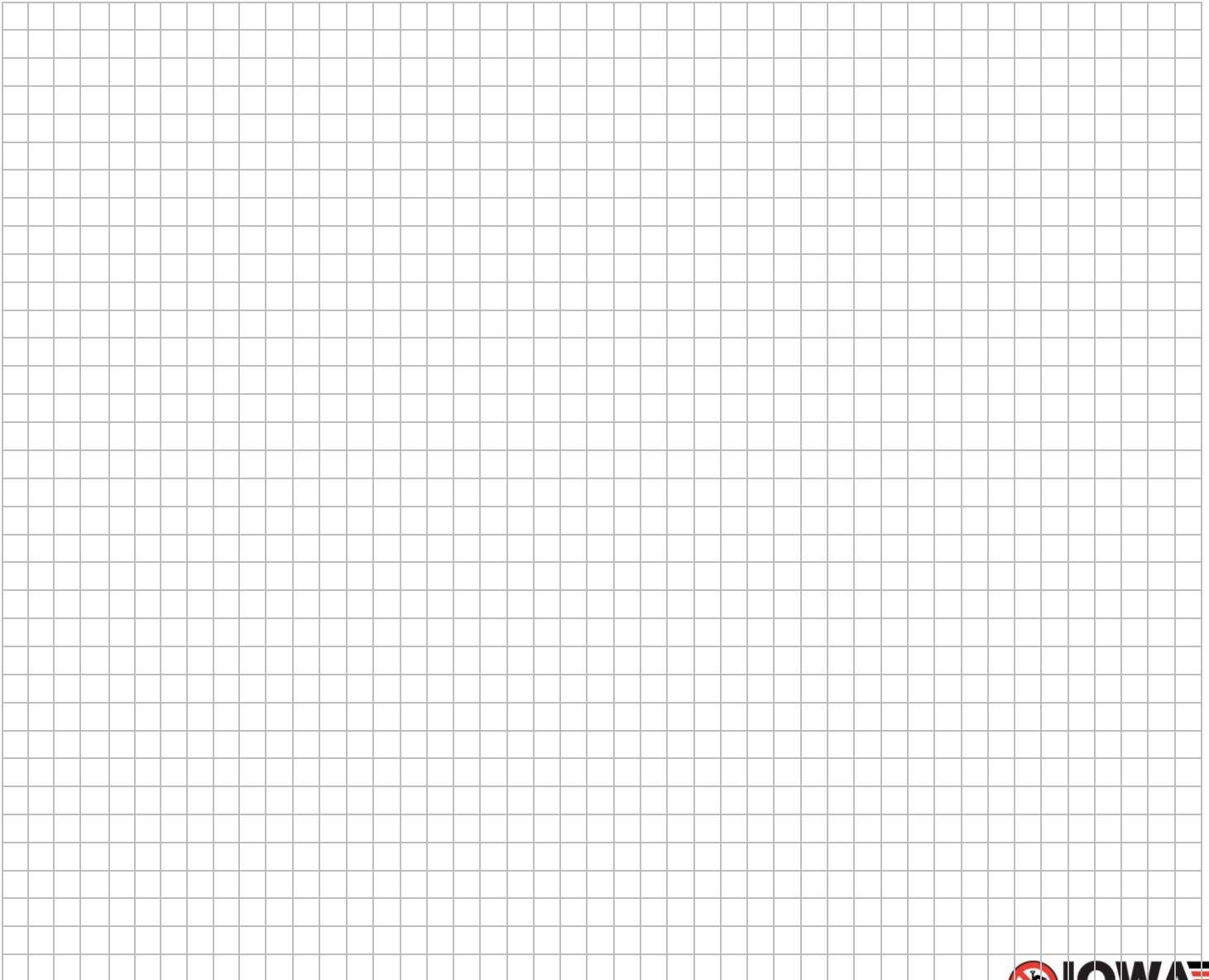


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### Site Plan

Please submit below a sketch plan showing the actual shape and dimensions of the lot on which the construction will take place

1. Show streets, with street names, if any on proper sides of the lot or parcel
2. Show property lines and dimensions of the lot or parcel
3. Show locations of any existing and proposed new structures, and their distances from the lot lines
4. Show locations of any existing and proposed accessory buildings (if any), and their distances from the main building and lot lines
5. Show locations of utility and other permanent easements
6. Show details of fences, shrubs, walls or other devices used for screening (if applicable)





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

Permit Fee: \$\_\_\_\_\_

\$30 minimum or \$0.10 per square foot up to 5,000 square feet of foundation space including decks, porches, and garages. Space over 5,000 square feet at \$0.13 per square foot. Structures in 100-year flood plain are \$0.12 per square foot.

Sewer Hookup:

- \$250 Residential
 \$500 Commercial

Sewer Inspection:

- \$5 Residential
 \$15 Commercial

Water Hookup:

- \$225 for 1"
 \$225 - plus \$25 for each 1/4" Beyond 1"

Water Inspection:

- \$5 Residential
 \$15 Commercial

Water Meter:  \$413.75 for 1"

Excavation Repair:  \$2.75 / SF for street damage from hookup

Total Amount Due: \_\_\_\_\_

This is the Amount due at the time of filing the application with the City Clerk Office

By signing below, I acknowledge and agree to the following:

1. Thorough Review

I confirm that I have thoroughly read, understood, and completed the Zoning Permit Application, including all instructions, requirements, and supporting documentation.

2. Compliance Responsibility

I understand that it is my responsibility to ensure that the submitted application complies with all applicable codes, regulations, and submission requirements.

3. Payment of Fees

I acknowledge that all fees associated with the submission of this Zoning Permit Application are due in full at the time of application submission. I agree to pay all required fees as outlined by the City of Humboldt.

4. Non-Refundable Fees

I understand that certain fees may be non-refundable, regardless of the outcome of the permit review process.

5. Submission Validity

I understand that failure to pay the required fees at the time of submission may result in the application being rejected, delayed, or deemed incomplete.

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

Zoning Administrator: Joel Hanus - zoningadmin@cityofhumboldt.org

