

In accordance with the Preston City Ordinance, the undersigned hereby applies for a building permit to erect, reconstruct, alter, repair, bring into, move from one place to another, occupy, use:

Property Owner's Name \_\_\_\_\_

Telephone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Address where construction is to occur \_\_\_\_\_

Beginning Construction Date \_\_\_\_\_

Estimated Cost of Construction \_\_\_\_\_

Zoning \_\_\_\_\_ Estimated Cost: \$ \_\_\_\_\_

Front yard measurement \_\_\_\_\_

Side yard measurement \_\_\_\_\_

Rear yard measurement \_\_\_\_\_

Drainage plan needed? \_\_\_\_\_ If yes please attach the explanation with the plan.

Are there utility or other easements? \_\_\_\_\_ If so, I understand that there is to be no obstruction or building on an easement or city-right-of-way. I also understand that there shall be no plantings of any kind in easements or city right-of-way. If any such plantings occur and it is necessary to dig them up, no compensation will be given. \_\_\_\_\_ (Initial)

Off Street Parking \_\_\_\_\_ Off Street Loading \_\_\_\_\_

Utility Services Needed: Natural Gas \_\_\_\_\_ Electricity \_\_\_\_\_ Water \_\_\_\_\_ Sewer \_\_\_\_\_

**Structure described as:**

New Dwelling \_\_\_\_\_ Garage \_\_\_\_\_ Addition \_\_\_\_\_ Storage Shed \_\_\_\_\_ Deck \_\_\_\_\_ Fence \_\_\_\_\_

Sign \_\_\_\_\_ Breezeway \_\_\_\_\_ Porch \_\_\_\_\_ Moving Structure onto Property \_\_\_\_\_

Other: \_\_\_\_\_ (Please list)

Type: (Frame, Brick, Concrete, Concrete Block, other) \_\_\_\_\_

(fill in proper type)

Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Basement: Yes \_\_\_\_\_ No \_\_\_\_\_

Use for which intended: \_\_\_\_\_

Description of construction and attach a drawing of location:

\_\_\_\_\_  
\_\_\_\_\_

Applicant certifies that all work done under this permit shall be in strict conformance with the Municipal Code of the City of Preston, that NO work shall begin until this permit has been granted and that he/she understands that any violation of the code constitutes a misdemeanor, liable to punishment as set forth therein. The undersigned represents the facts and matters as stated herein are true and correct and that it is understood that if said Permit be granted, it will be subject to compliance with any terms and conditions thereof and with any existing or future laws of the State of Iowa and Ordinances of the City of Preston, Iowa.

**Building material and any debris from construction must be covered or secured to keep from blowing and littering neighboring properties**

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_ Property Owner as Applicant

## **BUILDING PERMIT PROCEDURES FOR THE CITY OF PRESTON**

1. Approval from **PRESTON CITY COUNCIL** on all exterior structures is required ***before*** construction/repair is begun. The Council meets every second and fourth Monday of the month. Paperwork must be submitted to the Clerk's Office by noon the Friday prior.
2. A drawing is required showing the lay out of property lines, street names, existing structures and the proposed structures. Measurements showing the distance from the property line to the proposed structure must be displayed.
3. Estimated costs of the building structure are required and will be listed on the building permit for the Jackson County Assessor's Office.
4. Place stakes in the ground showing the size and placement of the proposed structure so the Council/City Administrator can identify the location easily.
5. A building permit is needed for any exterior structure constructed in a permanent manner this includes New Dwelling, Garage, Additions, Storage Shed, Fences, Decks, Breezeways, Porches, and moving any structure onto a property. **Cost of the building permit is \$20.00** and is good for one year. Permit must be returned to the City Office, 1 West Gillet. If you have any questions call 563-689-3081.
6. **ALWAYS** call Iowa One Call (800-292-8989) before digging. All utility services will locate underground service lines on your property without charge.