

**ALL BUILDING PERMITS MUST HAVE A FIELD INSPECTION BY THE PUBLIC WORKS FOREMAN AND APPROVAL OF THE CITY COUNCIL BEFORE ANY TYPE OF CONSTRUCTION BEGINS**

**CITY OF MEDIAPOLIS  
APPLICATION FOR ACCESSORY BUILDING**

Applicant Name: \_\_\_\_\_

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

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

Telephone #: \_\_\_\_\_

Type of Construction: New or Addition                      Zoning Classification: \_\_\_\_\_

Use of Building: \_\_\_\_\_                      Size of Building: \_\_\_\_\_

Contractor Name: \_\_\_\_\_                      Contractor Telephone: \_\_\_\_\_

**I have received a copy of Ordinance 336 and agree to comply with all provisions of Ordinance 336 addressing height and setback requirements for an accessory building.**  
Initials of applicant \_\_\_\_\_

**I hereby acknowledge that I have read this application and state that all the information contained in this application is true and correct and I agree to comply with all City Ordinances and State Laws regarding building construction.**

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

Estimated Value of Construction: \_\_\_\_\_ Building Permit Fee: \_\_\_\_\_  
*The permit fee is \$1/thousand of value with a minimum fee of \$5.00*

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Denied By: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

# BUILDING PERMIT PROCEDURES

## **IOWA ONE CALL**

- ALWAYS call Iowa One Call (1-800-292-8989) three days before digging. All utility services will locate underground service lines on your property free of charge.

## **Setback Requirements**

- 120 Square Feet or Less
    - **Height:** 14 Feet
    - **Side:** 4 Feet
    - **Rear:** 4 Feet
    - \*Must be on Skids.
  - 121 to 240 Square Feet
    - \* **Height:** 14 Feet
    - \* **Side:** 4 Feet
    - \* **Rear:** 4 Feet
    - \* On Skids but no Permanent Foundation Required.
- 

Please draw a picture of your proposed plan below. Indicate **N** somewhere on the drawing. Please include any existing buildings on the property and label them as existing buildings. **The distances of the front, rear and sides of the building to the property line must be included on the drawing.** Typically, your property line does not begin at the edge of the street. While the city *may* be able to help you locate your property lines, the only sure way is to use the services of a licensed surveyor. A copy of the ordinance regarding height and setbacks is attached. Permit must receive final approval by The Council, which typically meets on the first and third Mondays of the month. Please turn in your permit by the Wednesday before the meeting, in order to be put on the agenda for consideration. **The proposed construction must be staked out for inspection before the meeting.** Please contact city hall at 394-3125 or the city shop at 394-3127 with any questions.

ORDINANCE NO. 336

**AN ORDINANCE TO AMEND SECTION 155-030-BUILDING PERMITS OF THE MEDIAPOLIS MUNICIPAL CODE.**

WHEREAS, the City Council of the City of Mediapolis, after due input from the Mediapolis Planning and Zoning Commission, does hereby FIND that certain modifications to Section 155-030.F are in the best interest of the City, and would provide uniformity in the enforcement of the Mediapolis Zoning Ordinance.

NOW, THEREFORE the City Council of the City of Mediapolis does hereby amend Section 155-030.F of the Mediapolis Zoning Ordinance as follows, to-wit.:

**Section 1.** SECTION 155-030. F shall be amended to read as follows:

155-030.F: Building Permit ~~Exceptions.~~ - Certain Accessory Buildings.

F. Accessory buildings in a residential district, such as garden sheds and similar structures, ~~may under the following circumstances not require a building permit shall~~ be governed by the following procedures to obtain a building permit:

i) Buildings of 120 square feet or less, and 14 feet in height or under, must be on skids and shall be at least ~~2~~ 4 feet from any side or rear property line; and ~~if these conditions are met, shall not require a building permit shall require a building permit.~~

ii) Any accessory building in a residential area containing between 121 and 240 square feet shall be required to obtain a building permit. Such accessory buildings, if under 14 feet in height, are not required to be placed on a permanent foundation, but must be on skids, and shall be at least 4 feet from any side or rear property line. ~~Accessory buildings of this size shall meet current setbacks for buildings in that respective zoning district.~~


**Section 2.** SUBSECTIONS iii, iv AND v OF SECTION 155-030.F shall remain, and are not amended hereby.

**Section 3.** REPEALER. All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**Section 4.** SEVERABILITY. If any section, provisions, or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**Section 5.** WHEN EFFECTIVE. This Ordinance shall be in effect after its final passage and approval, and shall apply to all structures in existence at the time of enactment of this Ordinance or constructed thereafter.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Mediapolis, Iowa on the 9<sup>th</sup> day of October, 2017.

  
\_\_\_\_\_  
Gina M. Riherd, Mayor

ATTEST:

  
\_\_\_\_\_  
Lindsey Siegle, City Clerk

FIRST READING: 10/9/17  
SECOND READING: 10/9/17  
THIRD READING: 10/9/17