



# APPLICATION FOR BUILDING PERMIT

CITY OF MANCHESTER, IA | 208 E Main Street | Manchester, Iowa 52057 | Ph 563.927.3636  
 Mobile: 563-920-0867 | theims@manchester-ia.org

START DATE \_\_\_\_\_

**Project Location:**

Owner \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

**YOUR CONTRACTOR MUST BE REGISTERED WITH THE CITY**

**General Contractor:**

Address \_\_\_\_\_

Phone \_\_\_\_\_

**Electrician:**

Address \_\_\_\_\_

Phone \_\_\_\_\_

**Plumber:**

Address \_\_\_\_\_

Phone \_\_\_\_\_

**Architect/Engineer:**

Address \_\_\_\_\_

Phone \_\_\_\_\_

**ROOF PERMIT**

Dwelling  Garage  Shed  Industrial  Commercial

Asphalt  Steel No. of Squares: \_\_\_\_\_

Tear Off  Lay Over, # Layers: \_\_\_\_\_  Replace Sheathing

**SIDING PERMIT**

Dwelling  Garage  Shed  Industrial  Commercial

Complete  Partial Type of Material: \_\_\_\_\_

Tear Off  Lay Over Existing Material: \_\_\_\_\_

Replacement Windows Same Size:  Yes  No

Water Dept Notified \_\_\_\_\_

**Type of Permit**

Commercial (NEW)  Plumbing

Commercial Addition  Residential (NEW)

Commercial Remodel  Residential (NEW SINGLE FAM)

Deck  Residential (NEW MULTI FAM)

Demolition  Residential Addition

Electrical  Residential Remodel, Repair, Replacement

Excavation  Re-Shingle

Fence  Re-Side

Garage  Sign

Mechanical  Shed

**Est Cost of Project:** \$ \_\_\_\_\_

**Sq Footage of Project:** \_\_\_\_\_

**Iowa One Call #:** \_\_\_\_\_

Lot Dimensions \_\_\_\_\_ Total Lot Area \_\_\_\_\_

Front Setback \_\_\_\_\_ Total Lot Coverage \_\_\_\_\_

Rear Setback \_\_\_\_\_ % of Lot Coverage \_\_\_\_\_

Left Side Setback \_\_\_\_\_ Elevation \_\_\_\_\_

Right Side Setback \_\_\_\_\_ Lot Frontage \_\_\_\_\_

Height \_\_\_\_\_

**Zoning Classification** \_\_\_\_\_

**Located in Flood Plain**  Yes  No

**Water/Sewer Needed**  Water  Sewer

**General Description of Project**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ACKNOWLEDGEMENT**

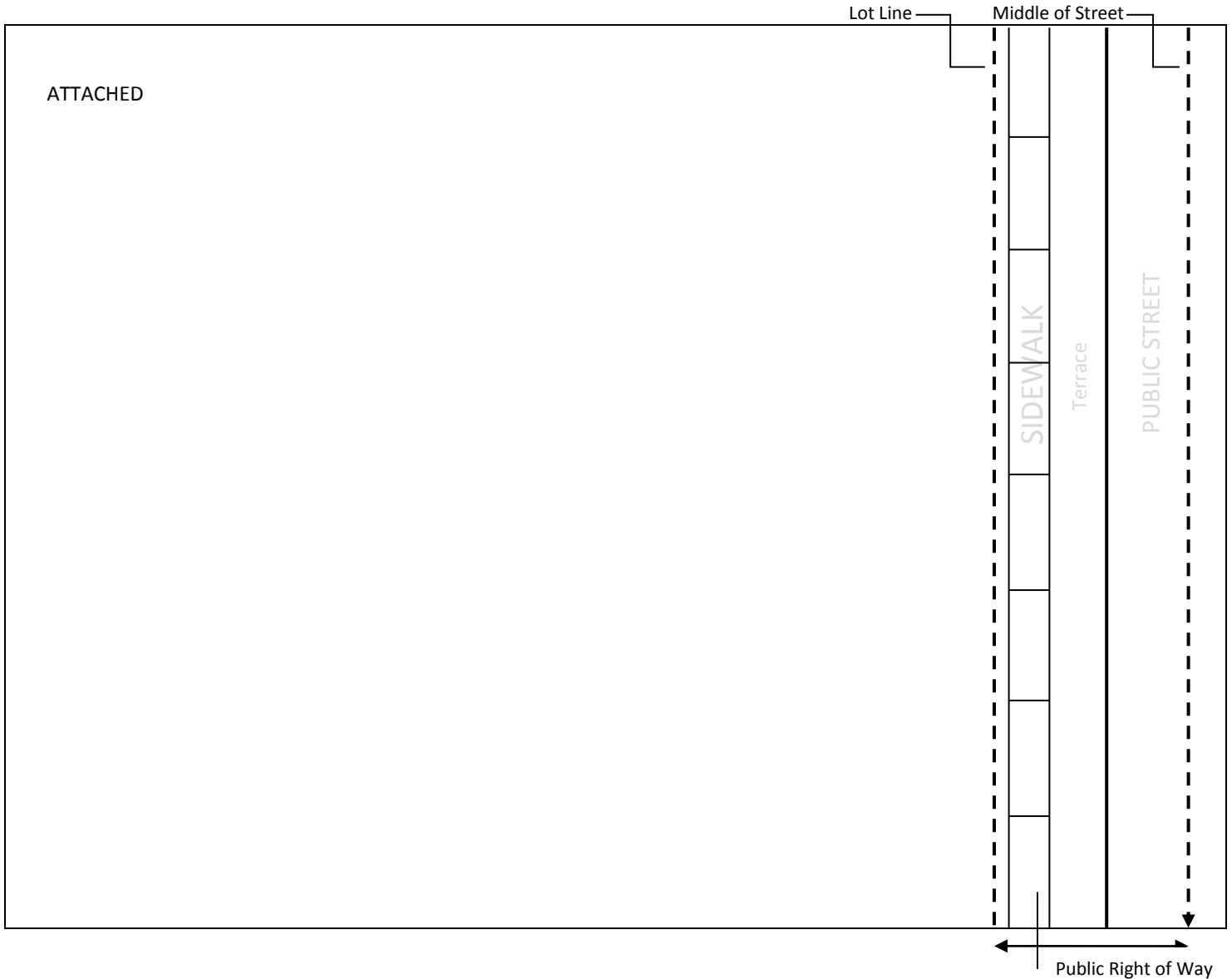
I understand the entity performing the actual work in the City, (owner or contractor), is the one responsible for obtaining a permit and that the permit must be issued and paid for before work begins. A plan review and zoning inspection may be necessary before a permit can be issued. All contractors MUST be registered with the City of Manchester. Owner or contractor shall inform IOWA ONE CALL of all excavations prior to work. A 48-Hour notice is required for scheduling an inspection. *I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provision of any other state or local law regulating construction or the performance of construction. Any unapproved changes made herein shall make the permit void.*

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

Date: \_\_\_\_\_

### PLOT PLAN FORM / SKETCH

**NOTICE:** All permit applications require a proposed sketch to be included with application.



1. Draw lot, show lot measurements and show/label all existing and proposed structures.
2. Show all easements located on this lot.
3. Show any buildings to be removed or demolished.
4. Show dimensions of all structures.
5. Show distances between all structures.
6. Show distances between all structures and property lines.
7. Indicate the direction of North on the plot plan.
8. Show existing driveway and any changes to proposed driveway. Show distances to property lines.
9. Label frontage street and adjacent street if a corner lot.
10. NOTE: the curb line is NOT the property line.