

**CITY OF GLIDDEN, IOWA**  
**BUILDING APPLICATION AND PERMIT**  
**DISTRICT** (Residential, BC, AC, AG, Hv industrial, Lt industrial, mobile home)

Owner \_\_\_\_\_ Contractor \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_  
 (location of job site)

Email address \_\_\_\_\_ Email address \_\_\_\_\_

Legal Description \_\_\_\_\_

Description of Project \_\_\_\_\_

Estimated Cost of Project \_\_\_\_\_ Building Height \_\_\_\_\_ Roof Pitch \_\_\_\_\_

**PENALTY NOTICE:** Where work is started (must have Council approval before first inspection) or commenced without obtaining a permit, a fee in the amount of \$100-\$150 will be assessed to the property owner. But the payment of such fee shall not relieve any persons from fully complying with the requirements of the City code in the execution of the work, nor from any other penalties prescribed therein.

**INSPECTION NOTICE:** All inspections require a minimum of 24 hours notice. Inspections are conducted during the normal Monday-Friday work week. Failure to notify the City of inspections or proceeding with work prior to inspections is a violation of City ordinances and could result in fines and/or mandatory removal of the work completed to the required inspections.

This permit becomes null and void 1 year after issue date unless extended by zoning administrator and council.

I hereby certify that I have read and understood this application. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not.

Signature of Property Owner \_\_\_\_\_ Date \_\_\_\_\_

CHECK LIST: Application \_\_\_ Building Agreement \_\_\_ Entire lot site plan \_\_\_ Fee \_\_\_

MAYOR/COUNCIL APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

CALL IOWA ONE CALL 811 or 800-292-8989 DATE \_\_\_\_\_

PLEASE NOTIFY THE CITY OFFICE 712.659.3010 WHEN READY FOR THE FOLLOWING INSPECTIONS:

1. PROPERTY LINES LOCATED/STAKES PLACED \_\_\_\_\_ DATE \_\_\_\_\_

2. FOOTING INSPECTION BEFORE POURED \_\_\_\_\_ DATE \_\_\_\_\_

3. ROUGH FRAMING INSPECTION \_\_\_\_\_ DATE \_\_\_\_\_

4. FINAL INSPECTION \_\_\_\_\_ DATE \_\_\_\_\_

ZONING ADMINISTRATOR FINAL APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

**ALL BUILDING PERMITS MUST BE APPROVED BY CITY COUNCIL BEFORE WORK STARTED**



**CITY OF GLIDDEN, IOWA  
BUILDING AGREEMENT**

Pursuant to the Code of Ordinances, Glidden, Iowa, and other policies of the City, no one shall be allowed to build a home or other permit-regulated structure without first agreeing to the following:

**APPLICATION PROCESS:**

- The builder, contractor, or other responsible party must supply a complete set of plans and specifications to the Zoning Administrator when the application is submitted. Included in the plans and specifications must be a scale drawing showing the relationship of the building to the boundaries of the property. The plans and permit application must be submitted to the Zoning Administrator by noon on the Thursday prior to the Council meetings. The Council normally meets on the second and fourth Monday of the month. Upon approval, the Council will sign the City's approval and submit a copy to the owner.
- No work may be commenced on the project until the permit is granted through the process mentioned above.

**INSPECTIONS:**

- Inspections may be made by the Compliance Officer at various times, said times will be determined between the parties involved. The Compliance Officer has the authority to determine who will inspect the property and the number of inspections to be made.
- The builder, contractor, or other responsible party will notify the Zoning Administrator when ready for inspections. The Compliance Officer shall be allowed a minimum of 24 hours in which to inspect the structure. If the Compliance Officer finds that the work to be inspected is obscured by temporary or permanent covering, the covering must be removed.
- For the construction of a house, the proposed inspections would be as follows:
  - a. Site inspection, after submitting plans and drawings and verifying location of property lines and site with stakes.
  - b. Inspection of footings before they have been poured.
  - c. Inspection of the rough frame.
  - d. A general, overall inspection of all work completed.
- The contractor or builder may appeal the Compliance Officer's disapproval of the work by notifying the Zoning Administrator that the builder or contractor seeks arbitration. A hearing will be held before the Council and both sides will be heard. The Council may override or uphold the Compliance Officer's judgment.
- The City is not responsible for any change in plans made by the contractor or builder. The sole concern of the Compliance Officer is that the building meets Code requirements. The builder, contractor, or other responsible party should notify the Zoning Administrator regarding any changes made to the plans that will effect items listed above or any other information that may be of concern to the Compliance Officers, if in doubt, contact the Zoning Administrator.
- The Compliance Officer has the full authority to halt construction, if necessary.

**PERMIT LIMITATIONS**

- The permit is valid for one year after approved by the City. However, the contractor or builder may apply for an extension, if good cause can be shown. The application for extension must be made in-person and approved by the Zoning Administrator with final approval of the City Council.

**BUILDERS RESPONSIBILITY**

- If the work to be inspected is obscured by temporary or permanent covering, the covering must be removed so that complete inspection may take place. No further work may be done on the project until this inspection is complete.
- The Compliance Officer will notify the Zoning Administrator of completed inspections and the progress of construction. Further, the Compliance Officer can give the Zoning Administrator the authority to release the project so that the builder can continue work.
- The failure of the contractor or builder to get an inspection will cancel said permit and no further work may be done on the project. In addition, this shall be treated as a misdemeanor and may be punished by a fine of \$100 per day of violation.
- Approval by the Compliance Officer shall allow the constructor to commence work again. Failure to pass inspection shall be met with the appointment for re-inspection at the earliest possible time.
- The building must not be occupied until the permit is signed in full and approved by the Zoning Administrator. **IT IS THE RESPONSIBILITY OF THE BUILDER TO ENSURE THIS STEP IS COMPLETED.** If occupancy is

**ALL BUILDING PERMITS MUST BE APPROVED BY CITY COUNCIL BEFORE WORK STARTED**



allowed before the City has authorized it, the City will penalize the builder with a maximum \$100 per day fine, the occupants will be informed of the violation and steps will be taken to remove them from the premises.

Sign below in the presence of the Zoning Administrator when you return your permit application to indicate that you have read and understand the above agreement and that you will conform to the requirements stated. If this is not convenient, contact the City Office to make other arrangements, 712 659-3010.

\_\_\_\_\_  
Signature of contractor or authorized agent

Attest: \_\_\_\_\_  
Zoning Administrator

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

In the space provided below, list the contractor's company, company address and telephone number, etc.

Company: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Pager: \_\_\_\_\_



**160.22 RS – RESIDENTIAL DISTRICT.**

1. Intent. This district is intended to provide for a variety of residential areas where public utilities and services are available and to encourage a suitable living environment through the promotion of public health, safety, and welfare. Low and medium population density neighborhoods are recognized and provided for by varying the minimum bulk regulations. Criteria such as topography, soil types, access, traffic load on streets, schools, utilities, recreation and other public facilities shall be taken into consideration when the lot area requirement is established for the various residential areas of the City.
  2. Permitted Uses. The following uses are permitted in the RS District:
    - A. Single-family detached dwellings.
    - B. Multi-family homes.
    - C. Family homes.
    - D. Home occupations.
    - E. Health care facilities.
    - F. Publicly owned and operated buildings and facilities.
  3. Accessory Uses. Uses of land or structures customarily incidental and subordinate to a permitted use in the RS District:
    - A. Private garages.
    - B. Raising and keeping of animals and fowl are prohibited.
    - C. Private recreational facilities.
    - D. Temporary buildings for uses incidental to construction work. Such buildings shall be removed upon the completion or abandonment of the construction work.
    - E. Parking lots.
  4. Special Exceptions. Certain uses may be permitted in the RS District subject to specific conditions and requirements intended to make them compatible with and acceptable to adjacent uses.
    - A. Nursery schools.
    - B. Public or private utility substations, relay stations, etc.
    - C. Churches or accessory facilities on or off site.
    - D. Private schools with a curriculum similar to public schools.
    - E. Golf courses but not miniature courses or separate driving tees.
    - F. Bed and breakfast houses.
    - G. Hospitals
    - H. Satellite dishes.
1. The placement of satellite dish antennas, either permanent or temporary, shall be considered as accessory buildings, except that a 72-hour temporary use is allowed. No satellite dish shall exceed a diameter of 12 feet.

5. Bulk Regulations. The following requirements shall provide for light and air around permitted residential uses and buildings in the RS District:

Zoning Symbol	Minimum Lot Area	Minimum Lot Width	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard	Maximum Height (lessor of)
40 RS	40,000 square feet	200 feet	50 feet	20 feet	50 feet	2½ stories or 35 feet
6 RS	6,000 square feet	50 feet	30 feet	7 feet	30 feet	2½ stories or 35 feet

The foregoing provisions, when applied to West View Addition, shall include an additional 10 feet for minimum front yard depth, and it shall be measured from the back side of the existing curb.

All multiple-family dwellings shall require a minimum of 3,000 square feet of lot area per dwelling unit.

Where the average depth of two or more existing front yards on lots within 100 feet of the lot in question, and within the same block, the front is less or greater than the least front yard depth prescribed, front yard depths may be varied. The depth of the front yard on such lot shall not be less than the average of said existing front yards or the average depth of the two lots immediately adjoining or, in the case of a corner lot, the depth of the front yard on the lot immediately adjoining; provided, however, the depth of the front yard on a lot on any residential district shall be at least 15 feet and need not exceed 60 feet.

1. Where public sewer facilities are not available, not less than one acre of lot area is required.

6. Off-Street Parking. The following off-street parking requirements shall apply in the RS District:

- A. Dwellings: 2 parking spaces on the lot for each living unit in the building.
- B. Churches: 1 parking space on the lot for each 5 seats in the main auditorium.
- C. Public buildings and facilities: 1 parking space for each 300 square feet of gross floor area or 1 parking space for each 5 seats in the main assembly area.
- D. Elementary, junior high, and equivalent private or parochial schools: 1 parking space for each classroom and office, plus 1 parking space for each 300 square feet of gross floor area in the auditorium or gymnasium.
- E. Senior high schools and equivalent private or parochial schools: 1 parking space for each employee and 1 parking space for every 5 students.
- F. Colleges, universities, institutions of higher learning, and equivalent private or parochial schools: 1 parking space for each employee and 1 parking space for every 5 students.
- G. Nursery schools: 1 parking space per employee.



7. Off-Street Loading. The following off-street loading requirements shall apply in the RS District:
- A. All activities or uses allowed in the RS District shall be provided with adequate receiving facilities accessible by motor vehicle off any adjacent service drive or open space on the same zoning lot.
  - B. Loading shall not be permitted to block public right-of-way.
8. Signs. The following sign regulations shall apply to the RS District:
- A. Off-premises signs are not permitted. Real estate and political signs are permitted.
  - B. No sign may be lighted in a manner that impairs the vision of the driver of any motor vehicle.
  - C. No sign may obstruct the view of any highway or railroad so as to render dangerous the use of the highway.
  - D. No sign may imitate or resemble an official traffic control sign, signal or device.
  - E. Signs shall not encroach or extend over public right-of-way.
  - F. No sign may obscure or physically interfere with an official traffic control sign, signal or device.
  - G. No advertisement or advertising structure shall be posted, erected or maintained which simulates any official, directional or warning sign erected or maintained by the State, County, Municipal or other governmental subdivision or which incorporates or makes use of lights simulating or resembling traffic signals or control signs.
  - H. No advertisement shall be posted or maintained on rocks, fences, trees, or other perennial plants, or on poles maintained by public utilities.



**160.28 SUPPLEMENTARY DISTRICT REGULATIONS.**

1. **Building Lines on Approved Plats.** Whenever the plat of a land subdivision approved by the Planning Commission and on record in the office of the County Recorder shows a building line along any frontage for the purpose of creating a front yard or side street yard line, the building line thus shown shall apply along such frontage in place of any other yard line required in this chapter unless specific yard requirements in this chapter require a greater setback.
2. **Structures to Have Access.** Every building hereafter erected or moved shall be on a lot adjacent to a public street, or public open space, and all structures shall be so located on lots as to provide safe and convenient access for servicing, fire protection, and required off-street parking.
3. **Erection of More Than One Principal Structure on a Lot.** In any district, more than one structure housing a permitted or permissible principal use may be erected on a single lot, provided that yard and other requirements of this chapter shall be met for each structure as though it were on an individual lot.
4. **Accessory Buildings.** No accessory building may be erected in any required front yard and no separate accessory building may be erected within 7 feet of a main building. Where a garage is entered from the alley it must be kept 15 feet from the alley line. In no case, however, shall the accessory building be closer than 10 feet to the rear lot line and 7 feet to the side. Accessory buildings located in the rear yard may not occupy more than 30 percent of the rear yard or be greater than 15 feet in height. No accessory building shall be used without occupancy of the principal building.
  - A. Accessory buildings shall have a permanent perimeter foundation, be completely enclosed with four walls (of which a garage door may be considered part of the side), and have a minimum roof pitch of 3:12. These construction requirements do not apply to any mobile homes, and lawn sheds, playhouses, and dog kennels under 168 square feet and which are securely anchored.
  - B. Accessory buildings that are in existence at the time of the enactment of this paragraph and which are in violation of the alley setback, sideline setback and rear lot line setback provisions of subsection 4 above, shall not be considered nonconformities and shall not be considered nonconforming structures as defined in this chapter.
5. **Fences and Walls.** A building permit is required for all fences or walls. Residential fences may be placed on the property line unless limited by easements and except as restricted herein. The property owner is required to locate the official survey pins or have the lot survey made by a licensed surveyor. The abutting property owner must assume responsibility for maintenance of the fence by signing the building permit. If abutting property owner does not assume responsibility, the fence shall be a minimum of two feet from and parallel to the property line for the purpose of fence maintenance access. Fences or walls shall not exceed a height of six feet if located in the minimum rear or side yard setback; shall not exceed a height of four feet in any front yard; and shall not exceed a height of eight feet in any case by special exception of the City Council. Fences and walls shall be setback a minimum of two feet from any public right-of-way. The finished side of the fence is to be to the neighbor's sides with posts on the inside of the fence.

6. **Height Limits.** Chimneys, church steeples, cooling towers, elevator bulkheads, fire towers, monuments, stacks, stage towers or scenery lofts, tank, water towers, ornamental towers, spires, wireless tower, grain elevators, or necessary mechanical appurtenances are exempt from the district height regulations.

7. **Projections.** Sills, belt courses, cornices, and ornamental features may project only 2 feet into a required yard.

8. **Fire Exits and Chimneys.** Open fire escapes, fireproof outside stairways, and balconies opening upon fire towers, and the ordinary projections of chimneys and flues into a rear yard for a distance of not more than 3½ feet when so placed as not to obstruct light and ventilation, may be permitted by the Zoning/Building Administrator.

9. **Porches.** Open, unenclosed porches may extend 10 feet into a front yard.

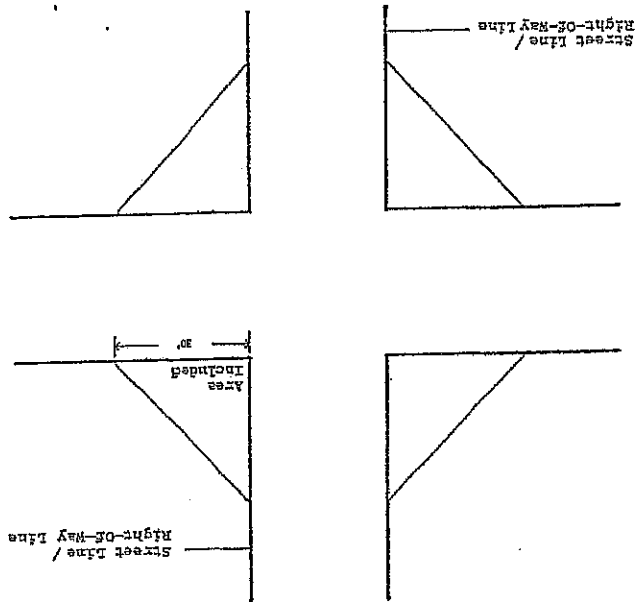
10. **Terraces.** Terraces that do not extend above the level of the ground (first) floor may project into a required yard, provided these projections are distant at least 2 feet from the adjacent side lot line.

11. **Service Lines.** Nothing in this chapter shall have the effect of prohibiting utility service lines.

12. **Yards and Visibility.** On a corner lot in any district, nothing shall be erected, placed, planted, or allowed to grow in such a manner as materially to impede vision between a height of 3 and 10 feet above the centerline grades of the intersecting streets in the area bounded by the street lines of such corner lots and a line joining points along said street lines 30 feet from the point of the intersection. (See Diagram.)

**CORNER LOTS - YARDS AND VISIBILITY**

**DIAGRAM**



## 13. Zero Lot Line Criteria.

A. Utilization of the zero lot line regulations under this chapter requires the approval of the entire subdivision in which a zero lot line unit is to be proposed. Approval of subdivisions shall be limited to generally undeveloped areas and the review shall follow the procedures required for all rezoning proposals. Approval of a subdivision for zero lot line regulations shall be so designated by the symbol ZL following the subdivision name on the district map.

B. A duplex may be built which utilizes zero lot line regulations when all of the following conditions have been met:

(1) Each dwelling unit is attached on the side, and only one side to the other dwelling unit, and the side property line divides each dwelling unit.

(2) The applicant provides to the City Council and records in the office of the County Recorder acceptable covenant and deed restrictions on all properties that are proposed for zero lot line designation, which includes the following:

a. Provision for access to the abutting property for the adjacent property owner for the purpose of construction, reconstruction, repair, and maintenance of the side that will abut the common lot line.

b. Provision for necessary easement encroachments for footings, eaves, and special structures and provides for perpetual easements in the event of an encroachment by the party wall.

c. Provision that the City is a third party to the approval and subsequent changes to any covenants and deed restrictions, but is not a third party in enforcement of said covenants and deed restrictions.

d. Provision for restrictions to limit changes of color, material, and design of the dwelling to be compatible with the attached unit.

14. Prohibited Uses. In all zoning districts it shall be prohibited to construct on or utilize land surrounding any public water supply well for any of the following uses when said use would be located within the following distances of said water supply well:

A. Within 100 feet thereof:

- (1) Storage of chemicals above ground.
- (2) Application of chemicals to ground, excluding lawn fertilizer.

B. Within 200 feet thereof:

- (1) Mechanical wastewater treatment plant.
- (2) Cesspools and earth privies.
- (3) Soil absorption fields.

- (4) Solid stockpiles of animal waste.
  - (5) Cemeteries.
  - (6) Private wells.
  - (7) Storage of chemicals and minerals.
- C. Within 400 feet thereof:
- (1) Point discharge to ground surface of sanitary or industrial wastes.
  - (2) Wastewater lagoons.
  - (3) Storage basins or lagoons for animal wastes.
- D. Within 1,000 feet thereof:
- (1) Solid waste disposal sites.
15. Parking Spaces. All vehicular parking spaces located in required front yards shall be a minimum of 10 feet in width and be surfaced with gravel, concrete, or asphalt.
16. Swimming Pools. Private swimming pools shall be allowed only in rear yards and shall not be allowed in front or side yards.

[The next page is 979]

