



Building Permit Instructions

Building permit applications must have the appropriate application fee paid and be filled out completely, including a legible drawing of the new construction. Incomplete applications, or applications that do not include a proper drawing, will be rejected. Please include all distances from the streets, alleys, and property lines to ensure compliance with setback requirements.

Completed building permit applications will be forwarded to the building administrators for inspection and approval. Applicants will be notified when their application is approved or rejected and a signed building permit will be issued if approved. Building permits must be approved before construction begins. **Work may not begin until the application has been approved and the signed building permit is in hand.** Work begun without a signed city-issued building permit will be subject to penalties.

Building Permits expire 270 days from the date of issuance. If the permit expires before work is completed, a new application will need to be submitted and a new building permit issued. No refunds will be given.

| FEES FOR BUILDING PERMITS | |
|---|--|
| Building Permits- Residential Construction | |
| New one or two-family residence | \$25.00 |
| New multi-family residence | \$25.00 + \$1 for each unit over two |
| Addition to any residential building | \$25.00 |
| Accessories to any residential building | \$25.00 |
| Building Permits- Construction Other than Residential | |
| New Structure | \$40.00 |
| Addition to existing structure | \$30.00 |
| Certificate of Zoning Compliance-Change of Use | |
| Residential use | \$10.00 |
| Any use other than residential | \$20.00 |
| Other | |
| Starting Before Approved Building Permit PENALTY | \$100.00 initial penalty; \$50 added every 7 days until building permit approved |
| Application for Variance (Board of Adjustment) | \$100.00 |
| Appeal-Board of Adjustment | \$50.00 |
| Ordinance Amendments-Zoning change, etc. | \$200.00 |

All new building projects are subject to the City of Ute Municipal Code and Zoning Ordinance. This includes required setbacks. Setbacks are minimum distances from the property/lot line to the building wall. Please note corner lots measure some setbacks from the center of the street and are noted below. Setbacks vary by project type and zoning. Please contact City Hall if you have questions about which setback to follow. See backside for common setbacks.

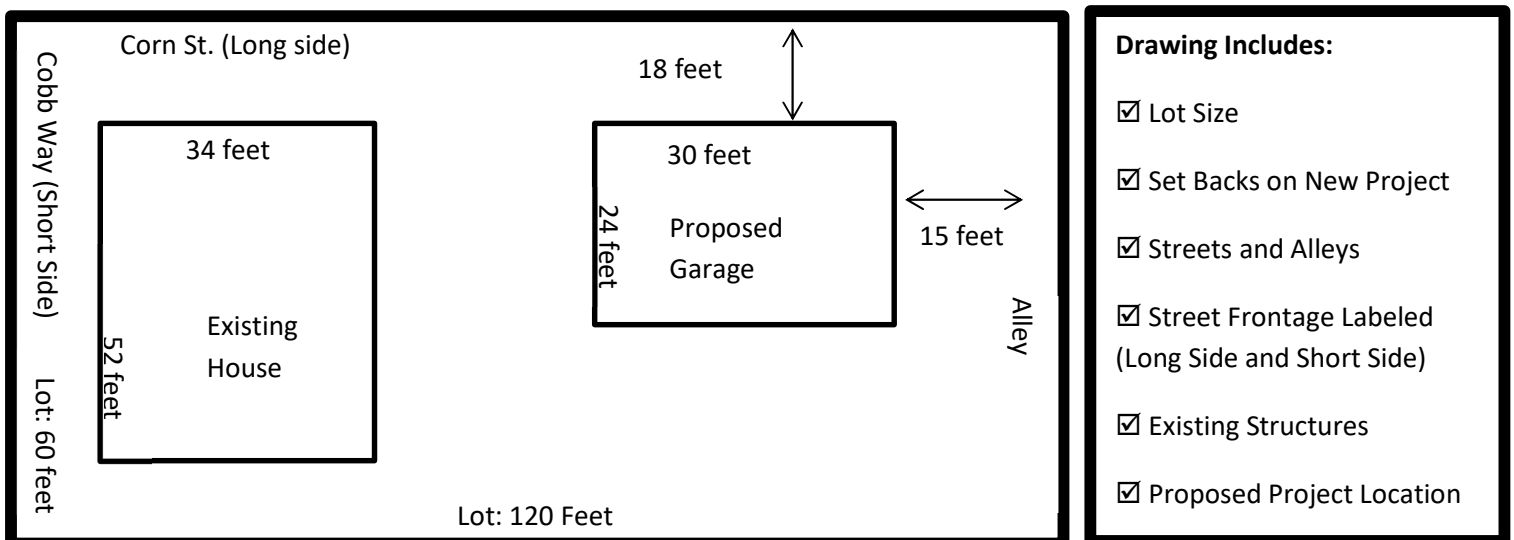
(Turn over for more information)

| Commonly Referenced Setbacks for Residential Zones: | | | |
|---|---|---|---------------------------------------|
| Front Yard | Non-Corner Lot | 30 feet | |
| | Corner Lot | 42 feet from center of the street | |
| Side Yard | 1 and 1.5 Stories (Non-Corner Lot) | Both side yards must equal at least 15 feet combined, with a minimum of 7 feet on one side. | |
| | 2 and 3 Stories (non-corner lot) | Both side yards must equal at least 20 feet combined, with a minimum of 8 feet on one side. | |
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| | Corner Lots with Side Yard Adjacent to Street | Side with most street frontage- | 44 feet from the center of the street |
| | | Side with the least street frontage – | 42 feet from the center of the street |
| Corner Lot (Interior Side) | 1 and 1.5 stories – | 7 feet minimum | |
| | 2 and 3 stories – | 8 feet minimum | |
| Rear Yard | All Heights of Primary Residence | 35 feet | |
| | Accessory Building (Non-Corner Lot) | 5 feet from alley lines and 5 feet from adjoining lot lines | |
| | Accessory Building (Corner Lot) | Varies. Contact City Hall | |
| Maximum Height | Accessory Building | 16.5 feet | |
| Maximum Number of Stories | Accessory Building | 1 story | |

Note on Accessory Buildings from 6-11-5.4 - Accessory buildings may be erected as a part of the principal building, or may be connected thereto by a breeze-way or similar structure, provided all yard requirements for a principal building are complied with. An accessory building which is not part of the main building shall not occupy more than 30% of the rear yard and shall not exceed 16.5 feet in height. No accessory building shall be constructed upon a lot until the construction of the main building has been actually commenced, and no accessory building shall be used unless the main building on the lot is also being used.

Any new concrete structures or pads require a building permit. Any existing concrete will not need a building permit.

Sample Drawing of a Proposed New Garage



ALWAYS CALL BEFORE DIGGING! Contact City Hall or Iowa One Dig at 811 or (800) 292-8989

The complete building ordinance can be reviewed at City Hall.