



**Building Inspections Department**  
 1225 6th Avenue, Suite 220, Marion, IA 52302  
 Phone: (319) 743-6330 Fax: (319) 373-4260  
 Email: buildingpermits@cityofmarion.org  
 www.cityofmarion.org

## BUILDING PERMIT APPLICATION INFORMATION

**ADDRESS WHERE WORK WILL TAKE PLACE** (include all addresses for multi-family):

**DESCRIPTION OF ALL WORK BEING DONE:**

**OWNER'S CURRENT INFORMATION:**

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

<b>CONTRACTOR IS DOING THE WORK:</b> <input type="checkbox"/>	<b>HOMEOWNER IS DOING THE WORK:</b> <input type="checkbox"/>
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**CONTRACTOR\* INFORMATION:**

Company Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**\*New Contractor: Iowa State Contractor Registration Information (Required):**

Contractor # \_\_\_\_\_ Exp Date: \_\_\_\_\_

<b>NEW CONSTRUCTION INFORMATION REQUIRED</b> (valuations are calculated according to information provided on plans)
<b>SITE PLAN TO INCLUDE:</b> Buildings, Decks/Porches, Drainage, Driveway Width
<b>ADDITIONAL FORMS:</b> Residential Plan Review Sheet (Checklist); Energy Conservation Code Form; Erosion Control Permit Application

**---- Please complete 2nd page of application. ----**

## PROJECT VALUATION AND REQUIREMENTS

Complete the information below pertaining to your project.

PROJECT	VALUATION BASED ON	OTHER INFO NEEDED	REQUIRED DOCUMENTS
BASEMENT FINISH	Sq ft of finished area:	N/A	Building Plans
ADDITION	Dimensions in sq ft:      X	Heated?      Y      N	Building Plans and Site Plan
DECK (>30" above grade)	Dimensions in sq ft:      X	Covered?      Y      N	Building Plans and Site Plan
PERGOLA or COVERED PATIO	Dimensions in sq ft:      X	Electrical?      Y      N	Building Plans and Site Plan
GARAGE	Dimensions in sq ft:      X	Attached?      Y      N	Building Plans and Site Plan
SHED	Dimensions in sq ft:      X	N/A	Building Plans and Site Plan
RE-ROOF	Number of squares =	TEAR OFF      OVERLAY	None
RE-SIDE	Number of squares =	N/A	None
WINDOWS/DOORS	Cost of project (enter below)	Windows: (qty)      Doors: (qty)	None
SWIMMING POOL	Cost of project (enter below)	PERMANENT      TEMPORARY	Pool details and Site Plan
SOLAR ARRAY	Cost of project (enter below)	ROOF      GROUND MOUNT	Cut sheets and Site Plan
REMODEL (other than basement)	Cost of project (enter below)	Type:	Building Plans
<b>COST OF PROJECT</b>			
<b>Materials: \$ _____ Labor: \$ _____ TOTAL: \$ _____</b>			

**NOTE: If homeowner is doing the work, Labor shall be same dollar amount as Materials.**

Applicant being duly sworn, deposes and says that he/she is authorized and empowered to make affidavit for the owner, who makes the accompanying application; that the application, plat, plans and specifications are true and contain a correct description of the proposed building, lot and work, and use to which the building is to be placed. Subject to deed restrictions. Subject to all Government Regulations. Application for certificate of occupancy is herewith made.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

NAME OF PERSON COMPLETING THIS FORM	CONTACT NUMBER	EMAIL ADDRESS
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## COMMERCIAL SCHEDULE OF FEES

TOTAL VALUATION	BUILDING PERMIT FEE
\$0.00 to \$500.00	\$25.00
\$501.00 to \$1,000.00	\$35.00
\$1,001.00 to \$2000.00	\$65.00
\$2,001.00 to \$20,000.00	\$65.00 for the first \$2,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$20,000.00.
\$20,001.00 to \$50,000.00	\$263.00 for the first \$20,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$533.00 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$883.00 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$3,283.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$5,783.00 for the first \$1,000,000.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof.

## RESIDENTIAL (R3) SCHEDULE OF FEES

TOTAL VALUATION	BUILDING PERMIT FEE
\$0.00 to \$500.00	\$25.00
\$501.00 to \$1,000.00	\$35.00
\$1,001.00 to \$2000.00	\$65.00
\$2,001.00 to \$20,000.00	\$65.00 for the first \$2,000.00 plus \$10.00 for each additional \$1,000.00 or fraction thereof, to and including \$20,000.00.
\$20,001.00 to \$50,000.00	\$245.00 for the first \$20,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$485.00 for the first \$50,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$785.00 for the first \$100,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$2,585.00 for the first \$500,000.00 plus \$3.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$4,335.00 for the first \$1,000,000.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof.

<b>Other Inspections and Fees:</b>	
Inspections outside of normal business hours *(minimum charge - two hour)	\$150.00 first hour* \$75.00 each additional
Re-inspection Fee: For called inspections on corrections that are not ready, or fees assessed under provisions of Chapter 126-6 *(minimum charge - one hour)	\$50.00 per hour*
Inspections for which no fee is specifically indicated. *(minimum charge - one hour)	\$100.00 per hour*
Permit renewal fee assessed under provisions of Chapter 126-6	\$50.00 not to exceed initial permit fee
Additional plan review required by changes, additions, or revisions to approved plans *(minimum charge - one hour)	\$50.00 per hour*
Investigation fee - work without permit (addition to permit fee)	Equal to permit fee
Building Code Appeals application	\$50.00
Temporary Occupancy Certificate	\$100.00
Permit administration fee	\$25.00 each permit
<b>Moving Permit Fees:</b>	
a. Building Inspection fee (for application prior to moving building) *(minimum charge - one hour)	\$100.00 per hour*
b. Moving Permit fee (each garage or shed, each day public property is occupied)	\$25.00
c. Moving Permit fee (other buildings, each day public property is occupied)	\$50.00
<b>Building Demolition Permit Fees:</b>	
a. One or two-family dwelling	\$50.00
b. All other buildings:	
(1) Each story with less than 1,000 square feet of floor area	\$25.00
(2) Each story with from 1,000 square feet to 3,000 square feet of floor area	\$50.00
(3) Each story with more than 3,000 square feet of floor area	\$100.00

Note: For the purpose of calculating demolition permit fees a basement or cellar in a building other than a one-or two-family dwelling shall be counted as a story.

Exception: The Building Official may waive the demolition fee to a homeowner for an unsalvageable, worn-out building located on the premises on which he or she resides, provided that the floor area of the building is less than 500 square feet and that the building is being wrecked by order of condemnation.

## **PLAN REVIEW FEES**

Except for structures within the scope of and reviewed under the provisions of the International Residential Code, when a plan or other data is required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. Said plan review fee shall be thirty percent (30%) of the building permit fee as shown in the commercial schedule of fees.

The plan review fees specified in this subsection are separate fees from the permit fees and are in addition to the permit fees.

Where plans are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the per hour rate shown.

## **NOTICE**

Contact the Marion Community Development, Building Division for an explanation of fees and assistance in completing information before submitting permit application information.

Valuations for determining the building permit fee shall be set by the Building Official per International Building Code Section 109.3.

## VALUATION GUIDE SHEET DWELLINGS, PRIVATE GARAGES AND MISCELLANEOUS

### DWELLINGS

First floor .....	\$146.00 per square foot
Additional floors .....	\$60.00 per square foot
Three-Season Porch .....	\$35.00 per square foot
Habitable basement areas (Basement finish only permit) .....	\$25.00 per square foot
Habitable basement areas (with active New Dwelling permit) .....	\$25.00 per square foot
Unfinished basement areas .....	\$10.00 per square foot

### GARAGES

Attached .....	\$35.00 per square foot
Detached.....	\$35.00 per square foot
Car ports .....	\$20.00 per square foot
Concrete foundation/Slab only for accessory building.....	\$ 5.00 per square foot

**SHEDS.....** \$14.00 per square foot

**COVERED PATIO OR PORCH .....** \$30.00 per square foot

**OPEN DECKS .....** \$20.00 per square foot

**SCREENED PORCH .....** \$35.00 per square foot

**FENCE OVER 6' IN HEIGHT.....** \$ 7.50 per linear foot

### ROOFING

Overlay.....	\$60.00 per 100 square feet
Tear-off and replace .....	\$80.00 per 100 square feet
Replace sheathing and roofing .....	\$100.00 per 100 square feet

**RESIDING .....** \$100.00 per 100 square feet

### SWIMMING POOLS & HOT TUBS

Temporary Seasonal Pools less than 42" deep and Hot Tubs.....	Minimum Fee
All other In-ground & Above-ground pools .....	Actual costs

**GAS FIREPLACE & CHIMNEY .....** \$1,200.00

For buildings other than dwellings or not included in the above list, staff references the Building Valuation Data sheet as published by the International Code Council.

Valuation for remodeling of existing buildings which does not increase floor area of the building shall be based on the total value of all construction work for which the permit is issued, including all finish work, painting, roofing, elevators, fire-extinguishing systems and any other permanent equipment. Electrical, plumbing, heating, and air conditioning fees are based on their own value of the work performed and are required to have separate permits. These permits, when obtained with a new structure, new addition, or a basement finish will be a flat fee.