

APP# \_\_\_\_\_

**CITY OF ST. LUCAS**  
**APPLICATION FOR BUILDING PERMISSION**

**\*\* This Permit Shall Expire 6 Months from Date of Issue\*\***

**For Office Use:**

Building Permit Fees    \$25.00

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

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

Application Approved \_\_\_\_\_ Date \_\_\_\_\_

Application Approved w/revision shown \_\_\_\_\_ Date \_\_\_\_\_

Building Permit Mayor / Clerk Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Application Denied \_\_\_\_\_ Date \_\_\_\_\_

Building Permit Mayor/Clerk Signatures \_\_\_\_\_ Date \_\_\_\_\_

Reason: \_\_\_\_\_

\_\_\_\_\_

**In accordance with the St. Lucas City Ordinance, the undersigned hereby asks for permission to erect, reconstruct, alter, repair, bring into, move from one place to another, occupy, and use:**

**Property Owner's Name** \_\_\_\_\_ **Telephone** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**Address where construction is to occur** \_\_\_\_\_

**Lot No.** \_\_\_\_\_ **Block** \_\_\_\_\_ **Sub-Division** \_\_\_\_\_

**Beginning Construction Date:** \_\_\_\_\_ **Estimated Completion Date:** \_\_\_\_\_  
(Not to exceed 6 months from date of issue)

Is there utility or other easements? \_\_\_\_\_ If so, I understand that there is to be no obstruction or building on an easement. I also understand that there shall be no plantings of any kind in easements. If any such plantings occur and it is necessary to dig them up, no compensation will be given. \_\_\_\_\_ **(Initial)**

**Off Street Parking** \_\_\_\_\_ **Off Street Loading** \_\_\_\_\_

**Structure described as:**

\_\_\_\_\_ New dwelling \_\_\_\_\_ Garage \_\_\_\_\_ Addition \_\_\_\_\_ Storage shed \_\_\_\_\_ Fence need be 4'  
from property line

\_\_\_\_\_ Sign \_\_\_\_\_ Deck \_\_\_\_\_ Other \_\_\_\_\_  
(Please list)

Type: (Frame, Brick, Concrete, Concrete Block, other) \_\_\_\_\_  
(fill in proper type)

Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Basement: Yes \_\_\_\_\_ No \_\_\_\_\_

Use for which intended: \_\_\_\_\_  
\_\_\_\_\_

Description of Construction:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant certifies that all work done under this permit shall be in strict conformance with the Municipal Code of the City of St. Lucas, that NO work shall begin until approved by city council has been granted and that s/he understands that any violation of the code constitutes a misdemeanor, liable to punishment as set forth therein. The undersigned represents that the facts and matters as stated herein are true and correct, and that it is understood that if said Permit be granted, it will be subject to compliance with any terms and conditions thereof and with any existing or future laws of the State of Iowa and Ordinances of the City of St. Lucas, Iowa.

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**Building material and any debris from construction must be covered or secured to keep from blowing and littering neighboring properties.**

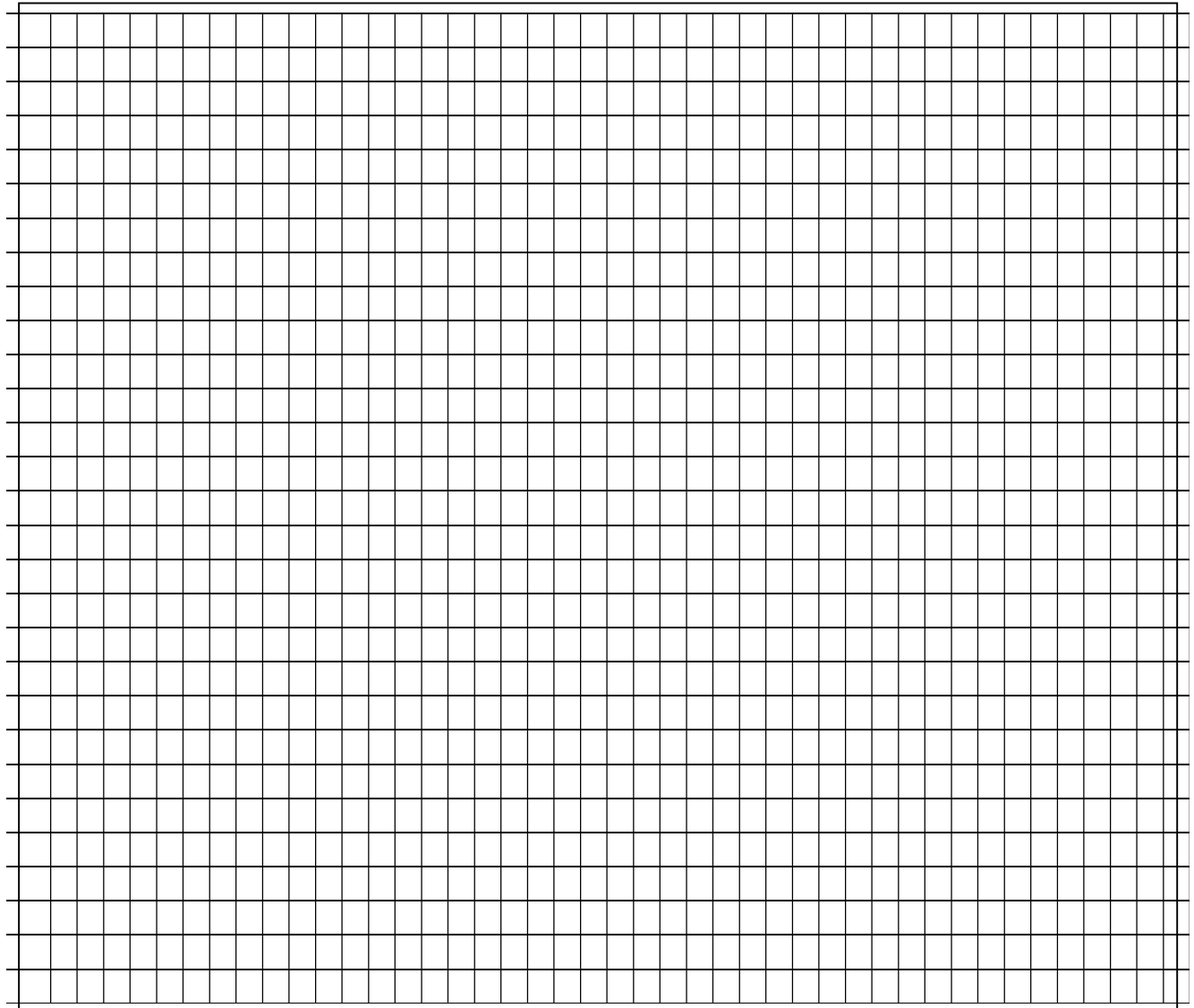
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**Dated** \_\_\_\_\_

**Signed** \_\_\_\_\_ **Property Owner as Applicant**

### Sight Plan & Sketch

1. Indicate north point and all abutting roads.
2. Show location of all structures and driveways. Indicate if “new” or “existing”.
3. Show dimensions of proposed structures and other development, expressed in feet.
4. There may be designated setbacks, which vary from one zoning district to another. The property owner is responsible and liable for exact measurements from all lot lines and road right-of-way lines. Check with the City Clerk for setbacks in the district in which you are improving.
5. Show shape and dimensions of your lot.
6. On moving, show present location in black and proposed location in red.
7. On remodeling, show existing walls in black and changes in red.
8. Be specific and detailed in your sketch and in your narrative statement, so the application furnishes a complete picture, in words and drawing, of what you propose to do.
9. Application and drawing must be complete in its entirety and returned with the building permit fee before it will be processed and approved.
10. Must have written approval from neighboring properties and final approval from council.
11. If you do not know all of this information please fill in as much as possible.

A large grid of graph paper, consisting of 30 columns and 30 rows of small squares, intended for drawing a sight plan and sketch.

See last page for Instructions to complete the building permit. Return with \$25 fee.

## BUILDING PERMIT PROCEDURES FOR THE CITY OF ST. LUCAS

1. Approval from **Building Permit Committee** on all exterior structures is required *before* construction/repair is begun. The Council meets the second Monday of every Month and paperwork must be submitted to the City Clerk by the Thursday prior. Also written approval from neighboring properties must be submitted with paperwork.
2. A drawing is required showing the lay out of property lines, street names, existing structures and the proposed structures. Measurements showing the distance from the property line to the proposed structure must be displayed.
3. Estimated costs of the building structure are required and will be listed on the building permit for the Fayette County Assessor's Office.
4. Place stakes in the ground showing the size and placement of the proposed structure so the Council can identify the location easily.
5. A building permit is needed for any exterior structure constructed in a permanent manner this includes fences, decks, breezeways, porches, storage sheds and repair of same along with moving any structure onto a property. There is a \$25 building permit fee for the council approval and it is good for 6 months. Paperwork must be returned to the City Office, PO Box 244. If you have any questions call 319-415-8847.
6. **Always** call Iowa One Call (800-292-8989) before digging. All utility services will locate underground service lines on your property without any charge.

## CHAPTER 155

# RESTRICTED RESIDENCE DISTRICT

155.01 Purpose

155.07 Setback

155.02 Definitions

155.08 Buildings Requiring Special Permits

155.03 Restricted Residence District Established

155.09 Special Permits

155.04 Prohibited Use

155.10 Protest

155.05 Building Permits

155.11 Action to Abate

155.06 Rules and Regulations

**155.01 PURPOSE.** The purpose of this chapter is to establish the Restricted Residence District in the City and to provide reasonable rules and regulations for the erection, reconstruction, altering and repairing of buildings, and to provide that there shall be no use in such district except for residences, schoolhouses, churches and other similar structures, except when a special permit is granted in accordance with this chapter.

**155.02 DEFINITIONS.** For use in this chapter the following words are defined:

1. "Church" or "church school" is a building used for public worship, or connected with a building so used, for instruction in religious beliefs, or for the conduct of activities related to church affairs.
2. "Residence" is a building used exclusively for a dwelling. No business or occupation shall be conducted therein or in conjunction therewith whereby sales or services are made in a manner that the public served enters upon the residential property. The following are excepted: a beauty shop, conducted solely by the occupant and one person not resident on the property; music or art teacher; or a rooming or boarding house with no more than two guests – and for which uses no external or internal alterations of the structure are made and no more than one sign indicating said occupation is displayed (the sign may be double-faced but shall have no single-face area of over one square foot).
3. "Residential accessory use" is a building or structure customarily used in conjunction with a dwelling, namely, a garage with a capacity of not more than three (3) cars (the total capacity of all garages on the property shall not exceed three (3) cars, or one (1) car for each dwelling unit), a tool or "summer" house not exceeding one hundred (100) square feet in floor area, or a private swimming pool properly fenced and screened. Any other building on residential property shall not be deemed a residential accessory use if not incidental to a residential purpose, or if it is used in conjunction with or for the business of selling goods or rendering services.
4. "School" is a building used for educational purposes, public or private, that is regulated by the State Board of Education.

**155.03 RESTRICTED RESIDENCE DISTRICT ESTABLISHED.** The following area is hereby defined and established as a restricted residence district:

*All that area lying within the corporate limits of the City.*

**155.04 PROHIBITED USE.** *No buildings or other structures, except residences, schoolhouses, churches and other similar structures shall be hereafter erected, reconstructed, altered, repaired, or occupied within the restricted residence district without first securing from the Council a special permit therefor. The provisions of this section shall have no application to any business, store, shop or factory existing and in operation in the restricted residence district on the effective date of the ordinance adopting the 2014 Code of Ordinances, except in the matter of reconstruction, alteration or change in use of the structure.*

**155.05 BUILDING PERMITS.** No building or other structure shall be erected, altered, used or occupied within the City without first receiving a permit therefor. Application shall be made in writing and filed with the City Council. The council shall examine the application for permit and shall, within a reasonable time, either approve or disapprove the application. If, after examination, the Council finds no objection to the proposed request and it appears that the proposed work will be in compliance with the laws and ordinances applicable thereto, the Council shall instruct the Clerk to issue the building permit to the applicant. If disapproved, the Council shall state its reasons for disapproval and notify the applicant of the same.

**155.06 RULES AND REGULATIONS.** As permitted under Section 414.24, Code of Iowa, there are hereby adopted the following rules and regulations for the erection, reconstruction, altering, and repairing of buildings within the Restricted Residential District established by this chapter, for the use and occupancy of such buildings, and for the granting of special permits to erect, reconstruct, alter or repair any structure other than a residence, residential accessory use, school, church, or church school within said district.

**155.07 SETBACK.** No residential building or residential accessory use building shall be erected on a lot closer to the street property line on which it fronts than the setback of the nearest adjacent existing building except that no new construction shall be made closer than twelve (12) feet, nor shall any construction be required to be built with its front further than thirty (30) feet from said front line.

1. No residence, building or fence, shall be located in the restricted district closer than four (4) feet to the side lot lines, and no accessory building closer than two (2) feet to said side lot lines, and overhangs shall not extend over any lot line, regardless of the compliance of the main foundation with this setback line.

2. Any other building granted a permit by Council shall be placed at least as far from side lot lines as the residential, school and church-related buildings. All setbacks shall be measured from the main foundation line.

**155.08 BUILDINGS REQUIRING SPECIAL PERMITS.** Construction of clinics, offices, hospitals, utility buildings and substations, any type of commercial stores and warehouses, plant nurseries, farm buildings, and industrial buildings and structures may be authorized by special permit to locate within the Restricted Residential District only if it appears that said use and the type of building will be compatible with the residential character of the district, and that the particular use could not practicably be built in an unrestricted area, or the restricted district boundaries amended logically, due to topography, access to railroad or highway or other proper reason acceptable to Council.

**155.09 SPECIAL PERMITS.** A written special permit shall be required for the erection, reconstruction, alteration, or repair of any building and for its occupancy and use within the Restricted Residential District of the City except for buildings for residences, residential accessory use, schools, churches and church schools. Said permit shall be applied for in writing, accompanied by plans and specifications sufficient to determine compliance with applicable ordinances of the City. Said application shall be made to the Clerk at least seven (7) days before the Council meeting in which the request for Council action is made. No permit shall or will be granted until notice of the application has been published or the fact of application has been set out in the published proceedings of the Council at least seven (7) days prior to the meeting at which final action granting or denying the permit request is made. The permit requires a three-fourths ( $\frac{3}{4}$ ) vote of all the members of the Council.

**155.10 PROTEST.** No special permit shall be granted when sixty percent (60%) of the resident real estate owners in said district within six hundred (600) feet of the proposed building and occupancy object thereto, except by a unanimous vote of all the members of the Council.

**155.11 ACTION TO ABATE.** Any building or structure erected, reconstructed, altered, or repaired in violation of the provisions of this chapter shall be deemed unlawful and a nuisance and it shall be abated in the manner provided by Chapter 50 of this Code of Ordinances for abatement of nuisances or by action in the district court. Such action for abatement shall be prosecuted in the name of the City.