



# EXTERIOR RENOVATION CONSTRUCTION PERMIT APPLICATION

**MILLS COUNTY, IOWA**  
**BUILDING & ZONING DEPARTMENT**  
 403 RAILROAD AVENUE  
 GLENWOOD, IA 51534  
 Phone: 712-527-4347  
 Fax: 712-527-4439  
 Website: www.millscoia.us

	Receipt Number	Permit Amount	Township	Permit Number
<b>JOB SITE ADDRESS:</b>			<b>PARCEL NUMBER:</b>	
<b>LEGAL DESCRIPTION:</b> <input type="checkbox"/> Attachment				<b>ACREAGE:</b>
<b>AGRICULTURAL EXCEPTION FILED:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>ZONING DISTRICT:</b> <input type="checkbox"/> AG (Agricultural) <input type="checkbox"/> AR (Agricultural-Residential) <input type="checkbox"/> LH (Loess Hills Conservation Develop.) <input type="checkbox"/> V (Village) <input type="checkbox"/> C-1 (Convenience Commercial) <input type="checkbox"/> C-2 (Highway Oriented Commercial) <input type="checkbox"/> I (Industrial) <input type="checkbox"/> OS (Open Space)			
<b>PROPERTY OWNER:</b>			<b>PHONE NUMBER:</b>	
<b>PROPERTY OWNERS ADDRESS:</b>			<b>STATE:</b>	<b>ZIP CODE:</b>
<b>GENERAL CONTRACTOR NAME:</b>		<b>STATE LICENSE #:</b>	<b>PHONE NUMBER:</b>	
<b>CONTRACTOR MAILING ADDRESS:</b>			<b>STATE:</b>	<b>ZIP CODE:</b>
<b>SUB-CONTACTORS NAME &amp; STATE LICENSE #'s:</b>				
Electrical: _____ Plumbing: _____ Mechanical: _____				
State License #: _____ State License #: _____ State License #: _____				

**Building Type/Use:**  Commercial / Industrial  Residential  Multi-Family  Other \_\_\_\_\_

**Class of Work:**  New  Addition  Alteration  Repair  Replacement

**Proposed Work:**  Structural Reroofing  Window / Door Enlargement  Commercial Re-Roofing  Commercial Re-Siding

PERMIT FEES	COST	AMOUNTS
One and Two Family Dwellings Structural Reroofing	\$56.25	
One and Two Family Dwellings Window and doors enlargement of existing structure	\$56.25	
One and Two Family Dwellings Combination of 2: Re-Roofing, or Window/Door Enlargement	\$75.00	
One & two family dwellings, permit fee will be based on estimated construction cost/valuation using the adopted building permit fee schedule (1.50.105) (See attached worksheet to calculate)	<i>Building Permit Fee</i>	
<b>Commercial:</b> Other than one & two family dwellings, permit fee will be based on estimated construction cost/valuation using the adopted building permit fee schedule	Building Permit Fee Schedule	
	<b>Total Amount</b>	<b>\$</b>

Applicant is responsible for obtaining all other necessary permits or approvals related to the proposed activity, including those that may be required by the State or Federal Government. Applicant will save, indemnify, and keep harmless the County of Mills, Iowa its officers, employees, and agents against all liabilities, judgments cost, and expenses which may accrue against them in consequence of the granting of this permit, inspections, or use of any on-site or off-site improvements placed by virtue hereof, and will in all things strictly comply with all applicable rules, ordinances, and laws. Applicant understands all permit fees are non-refundable except as set forth in section 24.1.74 Refunds of Chapter 24 – Building and Property Maintenance of the Mills County Code of Ordinances. Signature constitutes an attestation by the applicant that application complies with all covenants, conditions, and restrictions.

APPLICANTS SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Issued By :	Date:
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## STRUCTURAL RE-ROOFING

**Note:** Structural Re-Roofing encompasses the replacement and/or new installment of roof sheathing/decking, structural supports (i.e., joists, trusses, beams and other supporting members) of existing damaged or failing roofs, including all installation of new code required roofing underlayment, flashing, shingles and insulation.

Proposed Construction Description

Estimated Construction Valuation \$

Estimated Re-Sided area (Sq. Ft.)

Estimated Square Footage of Existing Structure (Sq. Ft.)

## STRUCTURAL WINDOW & DOOR ENLARGEMENT/REPLACEMENT

**Note:** Structural Window & Door Enlargement/Replacement encompasses the replacement or installation of new larger size window(s) and/or door(s) into an existing structure framed openings. It also includes the replacement of existing damaged structural supports (i.e., headers, beams, supporting wall studs and other load bearing members), including the installation of code required weatherproofing, flashing, sealant material and insulation.

Proposed Construction Description

Number of Doors to be Replaced

Number of Windows to be Replaced

## BUILDING PERMIT FEE SCHEDULE

TOTAL VALUATION	FEE
\$1 to \$500	\$ 23.50
\$501 to \$2,000	\$ 23.50 for the first \$ 500.00 plus \$ 3.05 for each additional \$ 100.00, or fraction thereof, to and including \$ 2,000.00
\$2,001 to \$25,000	\$ 69.25 for the first \$ 2,000.00 plus \$ 14.00 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 25,000.00
\$25,001 to \$50,000	\$ 391.75 for the first \$ 25,000.00 plus \$10.10 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 50,000.00
\$50,001 to \$100,000	\$ 643.75 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 to \$500,000	\$ 993.75 for the first \$ 100,000.00 plus \$ 5.60 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 500,000.00
\$500,001 to \$1,000,000	\$ 3,233.75 for the first \$ 500,000.00 plus \$ 4.75 for each additional \$ 1,000.00, or fraction thereof, to and including \$ 1,000,000.00
\$1,000,001 and up	\$ 5,608.75 for the first \$ 1,000,000.00 plus \$ 3.15 for each additional \$ 1,000.00, or fraction thereof...

### \*INSPECTION IS REQUIRED BEFORE COVER-UP AND AT COMPLETION\*

**Inspection Requests:** It shall be the duty of the holder of the building permit or their duly authorized agent to notify the Building & Zoning Department when work is ready for inspections.

- Inspections should be scheduled and recorded before 5:00 p.m. the day before the inspection is requested.
- After Hours, Weekend and Holiday Inspections should be scheduled and the appropriate fee must be paid at least two-days before the required inspection date.
- All inspections should be called in and scheduled one day prior to inspection date - (712) 527-4347.
- AM scheduled inspections will be performed from 8:00 a.m. to 12:00 p.m.
- PM scheduled inspections will be performed from 12:00 p.m. to 3:00 p.m.
- Any special requested inspection time will need to be pre-approved by your scheduled Inspector, the day before.