



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

Applicant is:  Property Owner  Contractor  Architect  Engineer  Other \_\_\_\_\_

Applicant \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ Day Phone # \_\_\_\_\_

Contractor \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ Day Phone # \_\_\_\_\_

attached-adjacent / deck-patio cover  detached

Structure \_\_\_\_\_ sq ft length \_\_\_\_\_ ft width \_\_\_\_\_ ft height \_\_\_\_\_ ft diameter \_\_\_\_\_ ft

Describe work: \_\_\_\_\_

Attachments:  Site Drawing

Is this property in a flood plain?  No  Yes Minimum Elevation \_\_\_\_\_  Flood Plain Permit (if necessary)

Setbacks (actual): Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right Side \_\_\_\_\_ Rear \_\_\_\_\_

(for office use only):

Legal Description: \_\_\_\_\_ Zoning: \_\_\_\_\_

Easements \_\_\_\_\_

Notice: Separate permits are required for electrical, plumbing, heating, ventilation or air conditioning. This permit expires 12 months from the date of issuance. The undersigned warrants that he/she has reviewed and is familiar with the provisions of the [Ankeny construction and maintenance codes](#) of the Municipal Code of the City and all applicable zoning standards and will defend, indemnify, protect and save harmless the City and its employees from any and all liability, from any claim or cause of action which any person may have or claim to have by reason of any actual or alleged failure on the part of the undersigned to comply with the terms and provision thereof. I hereby certify that I have read and examined this application and its attachments and know the same to be complete, true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I agree to adhere to the plans as submitted and approved by the Architectural Review Board and City Staff and will provide notification of any change prior to construction. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. \*Restrictive (private) covenants may exist and are not enforced by the City of Ankeny, confirm with the HOA. **My signature below verifies that I understand the above.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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

**ALLOW A MINIMUM OF 5 FULL WORKING DAYS FOR PERMIT REVIEW & APPROVAL**

Date received _____	Permit Fee \$ _____	Office Use Only
Approval Notification Date _____	Valuation \$ _____	

# Site Drawing:

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

Sketch diagram (or submit aerial, plot or site plan) indicating:

- ✓ North arrow
- ✓ Building setback line
- ✓ Location of primary structure (dwelling)
- ✓ Location and dimensions of any additions or accessory structure
  - Width
  - Length
  - Height
- ✓ Distance from property lines & existing structures
- ✓ Easements
- ✓ Water Meter Location
- ✓ Location of hard surfaced driveway(s)
- ✓ Electrical Service Location (specify overhead or underground)



## Gazebo and Pergola

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**INTRODUCTION:** Before you begin construction of a gazebo or pergola, it is very important that you become familiar with the City of Ankeny building and zoning regulations which apply. The regulations exist for your protection and the Community Planning & Building Department is operated for your benefit. Please allow a minimum 5 working days for processing of a permit application. Following review of the application and payment of fees, a permit will be issued and work may begin.

**PERMIT REQUIRED.**

- Gazebos and pergolas shall be permitted

**For permitting purposes the following descriptions/definitions and zoning requirements shall apply**

**GAZEBO** – a self/post supported framed closed roofed structure, often constructed with partial height walls

- Attached – a gazebo structure constructed upon an open deck
  - An attached gazebo shall be regulated for zoning purposes as an addition to the principal structure
- Detached – a gazebo structure constructed upon the ground
  - A detached gazebo structure shall be regulated for zoning purposes as an accessory structure
    - Exception: drywall protection shall not be required

**PERGOLA** – an open framework of material, typically constructed as a partial sunshade

- Attached – a pergola structure adjacent to or connected to the principal structure
  - An attached/adjacent to the principal structure pergola shall be regulated for zoning purposes as an addition to the principal structure
- Detached – a pergola structure constructed upon the ground
  - A detached pergola structure shall be regulated for zoning purposes as an accessory structure
    - Exception: drywall protection shall not be required

**VISIBILITY AT INTERSECTIONS.** No fence, wall, shrubbery, earthen berm, sign, billboard, or other obstruction to vision shall be permitted which serves to obstruct vision between a height of 30 inches and 10 feet on any corner lot within a triangle of 30 feet formed by intersecting street right-of-way lines, or in the case of interior lots within a triangle of 20 feet formed by intersecting driveway edge and right-of-way lines.

**RESTRICTIVE COVENANTS.** There may be restrictive covenants recorded against your property which regulate structures. A copy of any restrictive covenants should have been given to you during your closing. If not, check your title report for a reference to them. Covenants are recorded against the land; once you have the document number from your title report, you can obtain a recorded copy from the Polk County Recorder. The City of Ankeny does not enforce restrictive covenants.

**PLAT NOTES.** Some recorded plats may have notes that place further restrictions on properties. Copies of plats are available to view on the Polk County Recorders web site and at the Public Services Building.

**IOWA ONE CALL 1-800-292-8989 or 811** provides contractors, homeowners, and others who may be excavating, digging or trenching with a single toll-free number to call for locating and marking underground facilities. Iowa law states that if you are excavating, including digging, you must call Iowa One Call at least 48 hours in advance (of your digging) in order to minimize the risk of damaging any type of underground facilities (electric, gas, telecommunications, cable television, water and sewer). The service is free, and so is the phone call. Call 1-800-292-8989 or 811 for utility location service.