

**Maintenance Permit Application (Roofing, windows, doors, decks, public sidewalks, Driveways, Other Improvements, Swimming Pool/Hot tub /Spas)**

Single and Multi family Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_

**Property Address:** \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ License #: \_\_\_\_\_

Contractors Address \_\_\_\_\_

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

\*Property Owner is responsible for Restrictive Covenant Compliances.

\*No work to be started before receipt of permit.

\*Applicant is responsible to attain all building inspections by Contacting the City of Ely.

\*Permit Expires after 1 year – Renewals fee is \$25 for valid permit.



**Roofing / Siding- Total Value of Project (Labor and Materials) \$** \_\_\_\_\_

Roof Type: \_\_\_\_\_ Siding Type: \_\_\_\_\_

\_\_\_\_\_: Shingles \_\_\_\_\_: Roof Sheathing \_\_\_\_\_: Rafters \_\_\_\_\_: Felt Paper \_\_\_\_\_: Ice dam  
\_\_\_\_\_: Flashing \_\_\_\_\_: Roof and/or Soffit Ventilation \_\_\_\_\_: House Wrap \_\_\_\_\_: Sidewall  
sheathing \_\_\_\_\_: Flashing \_\_\_\_\_: Fascia \_\_\_\_\_: Soffit \_\_\_\_\_: Gutters \_\_\_\_\_  
\_\_\_\_\_: Other \_\_\_\_\_

Description of Work

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Doors/Windows – Total Value of Project (Labor and Materials) \$** \_\_\_\_\_

Number of Doors being replaced \_\_\_\_\_ Number of Windows being replaced \_\_\_\_\_

- All bedroom windows must meet egress requirements

**Deck/ Handrail – Total Value of Project (Labor and Materials) Permit Fee \$** \_\_\_\_\_

Size of Deck: \_\_\_\_\_ Height of top of deck floor to ground: \_\_\_\_\_

Footings: \_\_\_\_\_

**(OVER)**

**Driveway / Sidewalk – (Portland Cement type only)  
(As per City of Ely ordinance)**

**Permit Fee \$25.00**

Residential

Driveway: Number of garage stalls \_\_\_\_\_ Drive width \_\_\_\_\_

Sidewalk: Width: 4' x 4" thick, each section no more than 4' in length.

**Business Sidewalks** shall extend form the property line to the curb. Each section shall be 4" thick and no more than 6' in length.



**Other Improvements – Total Value of Project (Labor and Materials) \$ \_\_\_\_\_**

**Description of Work**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Swimming Pool/Hot tub/ Spa**

**Permit fee: \$25.00**

**Note:** Fence, Electrical, Mechanical or Plumbing alterations require separate permit fees and applications.

\_\_\_\_\_  
**Applicants Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of City of Ely, Iowa Administrative Officer Granting Approval**

\_\_\_\_\_  
**Date**

**Total Value of Project: \$ \_\_\_\_\_**

**Total of Permit Fee: \$ \_\_\_\_\_**