



MARION COUNTY ZONING DEPARTMENT
214 EAST MAIN ST.
KNOXVILLE, IA 50138
OFFICE: 641-828-2231 x9
CELL: 641-218-0243

Melissa Poffenbarger, Zoning Administrator
mpoffenbarger@marioncountyiowa.gov

Karie Ellwanger, Assistant Zoning Administrator
kellwanger@marioncountyiowa.gov

Marion County Zoning Ordinance 55.32 - APPLICATIONS FOR BUILDING PERMITS. It is unlawful to do any excavating, erecting, construction, reconstruction, enlarging, altering, or moving of any building or structure until a Building Permit shall have been issued by the Zoning Official. It is also unlawful to change the use or occupancy of any building, structure, or land from one classification to another, or to change a nonconforming use without the issuance of a Building Permit. Contacting Marion County **BEFORE** you start building to find out the requirements will help the building process go more smoothly with less chance of delays.

There is no fee charged for agriculture buildings. Ag permits are not used to regulate; however, they are used to provide county statistical data, valuation, size, and location of agricultural buildings constructed or remodeled, which may be used for county assessment purposes. Ag exempt permits **MUST** be reviewed by Marion County Zoning Officials for compliance.

Please verify your jurisdiction (incorporated or unincorporated) prior to applying for a building permit online. The only applications accepted online are for the UNINCORPORATED areas Marion County. The UNINCORPORATED areas include Attica, Columbia, Flagler, Newbern, Otley, Pershing, and Tracy. Building permits are also required for the rural areas that are located outside the city limits of Bussey, Hamilton, Harvey, Knoxville, Marysville, Melcher-Dallas, Pella, Pleasantville, and Swan.

PROPERTY ACCESS: Prior approval of a new property access or a change of use permit is required before applying for a building permit. This includes a change of use for existing entrances going from Ag use driveways to a residential use driveway. Online entrance permits are available at: marioncountyia.org – select your parcel and click on the entrance tab at the top of the page. For questions on the entrance permits contact the Marion County Engineer at (641) 828-2225.

Online building permits can be found at marioncountyia.org by searching for and selecting your parcel. Once found, click on the **“Apply for Permit”** tab at the top of the page OR go to the Zoning Department page at marioncountyiowa.gov and select the **“Building Permits”** tab. For questions or to request a paper form you can send an email to: zoning@marioncountyiowa.gov

BUILDING PERMITS: The items listed below are required to process a building permit.

- The owner(s) name, current mailing address, phone number, and email address.
- The legal description and/or 911 address of the property the permit is being requested for.
- The general contractor’s name, address, and phone number.
- The type and size of the structure being built.
- The estimated value of only the proposed structure.
- A site plan needs to be attached that includes lot dimensions, road access, and location of structure(s) with yard (front, rear, and side) setbacks.

Understanding and applying the Marion County setbacks is the responsibility of the owner/contractor.

NOTE: Building inspections are not required or performed by Marion County. Upon request, Marion County Zoning will provide the contractor/owner the setback requirements. It is the responsibility of the contractor/owner to know where the lot lines are located and obey the setbacks given to them by Marion County. Marion County does not have building codes. All proposed buildings are subject to any State codes, requirements, and/or inspections that apply.



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FEES: The fees vary based on the type of building being constructed. All building permit fees are due after preliminary review by the Zoning Official. Fees are non-refundable.

Permit Type	Fee
Dwelling:	
○ Single-Family	\$200
○ Two-Family	\$400
○ Accessory Dwelling Unit	\$200
Accessory Structure: (Includes, but is not limited to garage, shed, deck, gazebo, swimming pool, playground equipment)	\$50
Addition to:	
○ Dwelling (includes adding a Garage)	\$50
○ Accessory Structure	\$50
○ Commercial Building	\$50
○ Industrial Building	\$50
Commercial Building	\$300
Industrial Building	\$300
Tower/Utility	\$300

A building permit is required to obtain an E911 address on bare ground. An E911 address will be assigned to new construction when the building permit is processed. Marion County will place the E911 resident marker with your house number on it as soon as the driveway is complete. A \$150 fee will apply for the E911 address marker.

SEPTIC PERMIT: All newly constructed homes or buildings with any type of wastewater facilities are required to obtain a septic permit from the Marion County Environmental Health department. Reconnection to an existing septic system will require a review inspection and permit. To apply for a Septic Permit, go to: marioncountytia.org - select your parcel and click the **“Apply For Permit”** tab at the top. An E911 address is required to apply for the septic permit. Contact Environmental Health at (641) 828-2238 x3847, or email: ckleinschmidt@marioncountyiowa.gov.

A septic permit is required **BEFORE** a Building Permit can be approved. Marion County Environmental Health Department will review the permit and assist the applicant with a site evaluation at the time the permit is applied for.

Please be advised prior to building there is a property tax estimator at marioncountytia.org – select your parcel and click on the **“Property Tax Estimator”** tab at the top of the page.

Construction should commence within six (6) months of issuance of the permit and be completed within eighteen (18) months. If needed, contact the Zoning office to request an extension.



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BULK REGULATIONS			
Regulator	A-1	C-A	A-R
<i>Minimum Lots Area</i> ¹	3 acres	1 acre	3 acres
<i>Minimum Lot Width</i> ¹			
Dwellings	150 feet	-	150 feet
Other Permitted Uses	200 feet	150 feet	200 feet
<i>Maximum Density</i>			
Per 40-acre aliquot tract	4 buildable parcels	-	-
<i>Minimum Front Yard</i> ¹			
Dwellings	35 feet	-	35 feet
Other Permitted Uses	35 feet	50 feet	35 feet
<i>Minimum Rear Yard</i> ¹			
Dwellings	25 feet	-	25 feet
Other Permitted Uses	25 feet	50 feet	25 feet
Accessory Structures	8 feet	8 feet	8 feet
<i>Minimum Side Yard</i> ¹			
Dwellings, each side	15 feet	-	15 feet
Other uses, adj to "A", "M"	15 feet	50 feet	15 feet
Other uses, adj to "R," "C"	15 feet	100 feet	15 feet
Accessory Structures	8 feet	8 feet	8 feet
<i>Maximum Height</i>			
Principal Structure	No imitation	40 feet	35 feet
Accessory structure	No limitation	30 feet	25 feet
<i>Maximum Number of Stories</i>			
Principal Structure	No limitation	3 stories	3 stories
Accessory structure	No limitation	2 stories	2 stories
Key: - = not applicable			
Note: 1. Bulk regulation minimum requirements are based on "net" areas or distances, exclusive of public rights-of-way or private street easements.			



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BULK REGULATIONS

Regulator	R-1	R-2	R-3	R-4
<i>Minimum Lots Area¹ (in square feet)</i>				
SF: common water & sewer	10,000	10,000	10,000	-
SF: individual water or sewer	43,560	43,560	43,560	-
2F dwellings: common water & sewer	-	30,000	30,000	-
2F dwellings: individual water or sewer	-	65,340	65,340	-
Multiple Family & Row Houses	-	-	15,000 ²	-
Other Permitted uses	43,560	43,560	43,560	43,560
<i>Minimum Lot Width¹ (in feet)</i>				
SF: common water & sewer	80	80	80	-
SF: individual water or sewer	100	100	100	-
2F dwellings: common water & sewer	-	120	120	-
2F dwellings: individual water or sewer	-	150	150	-
Multiple Family	-	-	150	-
Row Houses	-	-	120	-
Other Permitted uses	100	100	100	600
<i>Maximum Density (dwellings per acre)</i>				
			15	8
<i>Minimum Front Yard¹ (in feet)</i>				
SF Dwellings; Accessory Structures	35	35	35	-
2F Dwellings, Row Houses	-	35	35	-
Multiple-Family	-	-	-	-
Other Permitted Uses	50	50	50	75
<i>Minimum Rear Yard¹ (in feet)</i>				
SF Dwellings	25	25	25	-
2F dwellings,	-	35	35	-
Multi-family, Row House	50	50	35	-
Other Permitted Uses	-	-	50	75
Accessory Structures	8	8	8	8
<i>Minimum Side Yard¹ (in feet)</i>				
SF: common water & sewer	8	8	8	-
SF: individual water or sewer	12	12	12	-
2F dwellings,	-	12	12	-
Multi-family, Row House	-	-	12	-
Other Permitted uses	12	12	12	75
Accessory Structures	8	8	8	8
<i>Maximum Height (in feet)</i>				
Principal structures	35	35	40	25
Accessory structures	25	25	25	25
<i>Maximum Number of Stories</i>				
Principal building	3	3	3	1
Accessory building	2	1½	2	2

Key: - = not applicable

Notes: Bulk regulation minimum requirements are based on “net” areas or distances, exclusive of public rights-of-way or private street easements. Plus, an additional two-thousand-five-hundred (2,500) SF per dwelling unit above three (3) interior row units shall be twenty-feet (20’) wide, exterior row units shall be thirty-feet (30’) side (minimums).

For Commercial and Industrial please call Marion County Zoning 641-828-2231 x9



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Marion County Electrical Permit Information

Inspections for All Unincorporated Areas of Marion County or any town not listed below will be conducted by the State Inspector - Tim Shaw 515-205-8815

City of Knoxville Inspector 641-828-0550
City of Pella Inspector 641-628-1601
City of Pleasantville 515-848-3316

For information or to start permits go to: <https://iowaelectrical.gov/>

Electrical permits/inspections are required for all new installations and alterations unless ALL of the following conditions are met:

- 1) The installation is performed by a licensed Electrical Contractor, Residential Electrical Contractor, or their employees.*
- 2) The installation does not in any way involve work within a new or existing switchboard or panelboard.*
- 3) The installation does not exceed 30 amps.*
- 4) The installation does not exceed 277 volts, single phase.*

Electrical permits are usually done by an electrical contractor performing the installation. There are some exceptions to [Iowa Code Chapter 103](#) that allow the [Homeowner/Farmer](#) to perform the electrical installation but the other requirements for electrical permits and inspections still apply.

The application for electrical permit is usually done online at <https://iowaelectrical.gov/> which uses a secured program to accept payment by credit card. This format is available 24 hours a day and the payment and submittal are instantaneous. For those without internet access or who prefer paper forms the [Manual Application Form](#) can be filled out and submitted by mail with an accompanying check or money order. Naturally, this option is slowed by using the postal service. Contact your area electrical inspector using the Inspector Map and they can assist you with the Electrical Permit Manual Application.



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BUILDING PERMIT

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TODAY'S DATE: _____

PROPERTY OWNER NAME: _____

PROPERTY OWNER MAILING ADDRESS: _____

OWNER PHONE: _____ EMAIL ADDRESS: _____

PARCEL #: _____ SEC/TWP/RNG: _____

LEGAL DESCRIPTON: _____

CONTRACTOR NAME: _____

CONTRACTOR MAILING ADDRESS: _____

CONTRACTOR PHONE: _____ CONTRACTOR EMAIL ADDRESS: _____

USE OF BUILDING: _____ VALUE (BUILDING ONLY): \$ _____

DRIVEWAY REQUIRED: YES NO (Contact the Marion County Engineer at 641-828-2225)

_____ **REQUEST FOR E911 ADDRESS -A \$150 fee will apply for the E911 address marker.**

CONTACT THE ZONING DEPARTMENT FOR SETBACK REQUIREMENTS.

FRONT YARD SETBACK: _____ (Measured from property Right-of-Way line, not the middle of the road. The front yard is considered the side the driveway access is located.)

SIDE YARD SETBACK (A): _____ SIDE YARD SETBACK (B): _____

REAR YARD SETBACK: _____



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What type of permit is being applied for? (Check all that apply)

Dwelling: Single Family Two-Family Accessory Dwelling Unit

Accessory Structure (describe use): _____

Addition To: Dwelling Accessory Structure Commercial Building Industrial Building

Other (explain): _____

Commercial Building (describe use): _____

Industrial Building (describe use): _____

Tower/Utility (describe use): _____

AG Exempt (see below):

AG EXEMPT: "Primarily adapted for agricultural purposes" and therefore exempt from zoning regulations based on meeting the criteria:

55.04 (5) "Agriculture" means the use of land for purposes of growing the usual agricultural or farm products, including vegetables, fruit, trees and grains, pasturage, dairying, livestock and poultry husbandry, and the necessary accessory uses for treating or storing the produce, provided that the operation of such accessory uses shall be secondary to that of the regular agricultural activities. If the tract of land is less than ten acres, it shall be presumed by nature and area that the tract is not primarily used for agricultural purposes.

Primary use of the land includes agricultural production defined as cultivating the soil, producing crops, or raising livestock shall be interpreted to be a farm. Does not include gardening or keeping animals for personal use or hobby purposes.

55.04 (69) "Farm" means a land area comprised of ten (10) acre or more which is used for agriculture.

The parcel of land is or will be assessed and taxed as agricultural property by the Marion County Assessor under the rules of the Iowa Department of Revenue.

The Zoning Official shall make the determination on whether the level of existing or proposed agricultural activity on the property can be considered for an AG Exempt building permit.

I, the owner/applicant, am applying for a building permit under the definition of AG EXEMPT as described above.

Applicant Initials



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DWELLING: Any building or portion thereof which is designed or used exclusively for residential purposes shall be designed to place on, supported by and attached to a continuous perimeter foundation, which shall be permanent and constructed in accordance with applicable regulations for site-built homes. All residential dwellings electrical work must be done by a certified electrician per Chapter 103 of the Iowa Code. Approved waste disposal systems are required before the final building permit is issued.

Applicant Initials

SEPTIC REQUIRED: Contact Marion County Environmental Health at (641) 828-2238 x3847. **Required for dwelling building permit to be finalized.**

Applicant Initials

COMMERCIAL PROPERTIES: I understand commercial properties must meet the minimum zoning requirements and site plan requirements before a building permit will be issued. Principal buildings must meet the continuous perimeter foundation requirements. Commercial properties must meet Chapter 103 of the IowaCode. Approved waste disposal systems are required before the final building permit is issued.

Applicant Initials

Construction needs to commence within six (6) months of issuance of the permit and be completed within eighteen (18) months. If this time limit cannot be met, you need to contact our office for an extension.

Is the property located in Corp Easement (ground bordering Lake Red Rock): YES NO

Is the property located in the flood plain? YES NO

For Corp Easement and/or flood plain it is the responsibility of the property owner to ensure they are documented, and appropriate setbacks are followed, or a survey should be completed prior to building.



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Acknowledgement of Permit Requirements REQUIRED

The applicant acknowledges this permit becomes null and void if the authorized work or construction is not commenced within six (6) months. Proposed construction or alteration must be completed within eighteen (18) months of the issuance of the certificate.

Applicant Initials

Property Owner Disclaimer REQUIRED

The applicant acknowledges that all information provided to the Marion County Zoning department is true and correct. The granting of this permit does not presume to give authority to violate or cancel the provisions of any other state or local authority regulating construction. Marion County Zoning staff nor any other Marion County department assumes any responsibility for the accuracy of this report.

Applicant Initials

Disclaimer REQUIRED

The applicant duly affirms that all the statements in the application are true. I further affirm I will be responsible for compliance with all ordinances and laws enforced by any and all governing jurisdictions.

Applicant Initials

No Building Codes/Building Inspections

The applicant acknowledges that Marion County DOES NOT have building codes and DOES NOT provide building inspection services of any type with the issuance of a building permit. The property owner shall be responsible for obtaining and paying for all necessary or desired building inspections for items including but not limited to the inspection of footings, foundations, framing, electrical, plumbing, mechanical, decks, and fences. All properties are subject to any and all required inspections as outlined by the State of Iowa or any other applicable governing body.

Applicant Initials

Signature of Owner or Authorized Agent: _____ **Date:** _____