

Change of Services Utility Application

City of Elkhart

Application for water, sewer, recycling & stormwater services

Name of Adults Occupying Home:	SSN:

Date to Start Services: _____ Date to End Services: _____

Address:	Renting or Purchasing (circle one)

Landlord's Contact Information if Applicable: _____

Forwarding Address If Ending Services: _____

Phone: _____

Signature: _____

Date: _____

All New Applicants Require a \$125 Connection Fee

Return this Application and Connection Fee to:

Elkhart City Hall

260 NW Main St

PO Box 77

Elkhart, IA 50073

Website: elkhartiowa.com

email: deputyclerk@cityofelkhart.com

Utility Bills are due on the 19th each month.

Available September 2022 Front Desk-view and pay your bill online @

<https://elkhartiowa.frontdeskworks.com/>

Payments can be made with credit/debit card, check, money order, or cash

You may pay online through our website or sign up for Front Desk

For questions or concerns contact City Hall@515-367-4735

Sign up for FrontDesk to view and pay your utility bill at

<https://elkhartiowa.frontdeskworks.com>

- Water bills are due the 19th of every month
- Pay your utility bill any time with this easy-to-use online portal
- 24/7 access to your account including utility usage, tracking multiple accounts, and submitting service requests. Manage your account, view usage, and payment history.
- Enroll in AutoPay with a credit card, debit card, or ACH information (Checking account is the only feeless option) to avoid late or missed payments
- Get emails or texts from us when your bill is ready, when a payment is scheduled, and after
- Update you notifications settings so you can receive other important messages and notifications from us
- Fill out and submit forms directly online and pay associated fees. Our staff will review and process the forms – no more paper required
- Easy access to Public Notices and answers to frequently asked questions so you can see important city-related information in one place
- Review Meeting Agendas and Minutes

If you choose to opt out of FrontDesk you may pay online at

<https://www.govpaynow.com/gps/user/cyg/plc/a002cf>, by check or money order, cash, mail, or use the drop box outside our main door.

If you have any questions or concerns please contact our utility clerk at deputyclerk@cityofelkhart.com or 515-367-4735 EXT 3

City Of Elkhart

City Website: <https://www.elkhartiowa.com>

City Hall contact information 515-367-4735

City Clerk: elkhartcityclerk@cityofelkhart.com

Utility Clerk: deputyclerk@cityofelkhart.com

FrontDesk: Pay and view your water bill online.

<https://elkhartiowa.frontdeskworks.com>

What is covered by my utility bill?

The City bills monthly for water, sewer, storm water, and recycling.

Who handles our trash?

Trash pickup is contracted on an individual basis, most residents utilize Ankeny Sanitation. <https://ankenysanitation.com>

Who do I use for internet service?

Internet service is contracted on individual basis, most residents utilize Huxley Communications. <https://huxcomm.net>

United States Postal Service Information

263 NW Main St, Elkhart, IA 50073

Hours 9:15 AM – 1:15 PM (Monday-Friday) 9:15 – 10 AM (Saturday)

Library: Cambridge Memorial Library

225 Water St, Cambridge, IA 50046

<https://www.cambridge.lib.ia.us>

2023 Recycling Schedule

curb it! 2023
missed collection?
515.244.0021

JAN							FEB							MAR							APR							MAY							JUN																																																																			
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S																																																													
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Recycling Week GREEN LID BLACK LID

Holiday Schedule DELAYED TO NEXT DAY

Metro Waste Authority
www.WhaItShouldGo.com | 515.244.0021

City of Elkhart

WWW.ELKHARTIOWA.COM

BUILDING PERMIT

Permit No. _____

260 NW Main St. Elkhart, IA 50073-0077 | Ph: 515-367-4735 Fax: 515-367-7735

TYPE OF PERMIT: Building Fence Shed Deck Pool Other

ATTACH SITE PLAN, DRAWINGS, AND/OR BUILDING PLANS

JOB SITE	BUILDING SQUARE FOOTAGE
<p>ADDRESS: _____</p> <p>NAME: _____</p> <p>DATE: _____</p> <p>PLAT# _____ LOT# _____</p> <p>DEVELOPMENT NAME: _____</p> <p> <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Public <input type="checkbox"/> One Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi. _____ </p> <p>Property is in a Flood Plain Yes No Minimum Elevation MPE _____</p>	<p>Level 1 _____ Pool Size _____</p> <p>Level 2 _____ Deck sqf _____</p> <p>Finished _____ Garage/Shed _____</p> <p>Unfinished _____</p> <p style="background-color: #cccccc; text-align: center;">DESCRIPTION OF PROJECT:</p> <p style="text-align: right;">PDF Building Plans Preferred</p>
	PERMIT FEES
	FENCE \$ _____ SHED \$ _____ DECK \$ _____ POOL \$ _____ SIDE 2 \$ _____ TOTAL PERMIT FEE \$ _____
	PROJECT VALUATION
	\$ _____ TOTAL PERMIT FEE \$ _____
	ADDITIONAL ACKNOWLEDGEMENTS
	<ul style="list-style-type: none"> • Except as provided by law, where any work has been started prior to obtaining this permit, the regular fee shall be doubled. • This permit shall expire if work has not commenced or has been abandoned for 120 days. • ALL WORK MUST BE INSPECTED. It is the responsibility of the permittee to call for inspections. No work shall be concealed or covered until approved by the inspector. • The permittee acknowledges they are proficient in the performance of the work covered by this permit. • Fill out this application and submit with PDF plans to city hall at cityofelkhart@huxcomm.net
	SIGNATURE OF OWNER OR AGENT
	X _____ DATE: _____
	To schedule an inspection, or have any questions please call Veenstra & Kimm at 515-850-2980. Email: BuildingInspection@v-k.net A 24 hour inspection notice is needed.
	<input type="checkbox"/> Payment Received Date: _____ Amount: \$ _____ WHEN APPROVED BELOW, THIS BECOMES YOUR PERMIT
	ISSUED BY: _____ DATE: _____ BUILDING OFFICIAL

Owner

Contractor

Architect-Engineer

Sub-Contractors

Name	Email
Address	Fax No.
City	Telephone No.
State/Zip	Cell No.
Name	Email
Address	Fax No.
City	Telephone No.
State/Zip	Cell No.
Name	Email
Address	Fax No.
City	Telephone No.
State/Zip	Cell No.
Company Name:	Phone:
	State Lic. #
Company Name:	Phone:
	State Lic. #
Company Name:	Phone:
	State Lic. #

CHAPTER 157

FENCES, WALLS AND VISION CLEARANCE

157.01 Permit Required
157.02 Installation
157.03 Fence Material
157.04 Corner Lots
157.05 Front Yards and Street Side Yards

157.06 Height
157.07 Industrial District
157.08 Retaining Walls
157.09 Easements and Drainage
157.10 Temporary Snow Fences

157.01 PERMIT REQUIRED. No fence shall be installed or altered without prior approval of a building permit in accordance with Chapter 155. Each application for a fence permit shall be accompanied by a plot plan, in duplicate, drawn to scale, showing the actual dimensions of the lot; the size, shape, and location of all existing buildings; location, height, and material type of the proposed fence; and such other information as may be necessary to provide for the enforcement of this chapter. All permit fees shall be in accordance with the fee schedules set by the City.

157.02 INSTALLATION. A fence shall be constructed such that the finished side of the fence is facing the street or adjacent yard.

157.03 FENCE MATERIAL. Acceptable materials for fences in all yards shall include wrought iron and similar decorative steel, treated or decay-resistant wood, vinyl, polymer, or decorative masonry components, as approved by the Council. Additional acceptable materials for fences in rear yards and interior side yards only shall include chain link and vinyl-clad chain link. Unacceptable material shall include woven wire, barbed wire, or electrical fencing.

157.04 CORNER LOTS. On a corner lot, nothing shall be erected, placed, planted, or allowed to grow in such a manner as to impede vision between a height of two and one-half and 10 feet above the centerline grades of the area described as follows: that area bounded by the street right-of-way lines of a corner lot and a straight line joining points on said right-of-way lines 25 feet from the point of intersection of said right-of-way lines.

157.05 FRONT YARDS AND STREET SIDE YARDS. In any residential district, a fence or wall not exceeding 42 inches in height and not greater than 50 percent opaque is permitted within the limits of front yards or street side yards.

157.06 HEIGHT. In any district, fences and walls not exceeding six feet in height are permitted within the limits of interior side and rear yards with the exception of double frontage lots. Fences and walls in the required rear yards of double frontage lots and in the street side yards of corner lots shall not exceed 42 inches in height, shall be not greater than 50 percent opaque; and may encroach a maximum distance of 15 feet into the required rear or street side yard provided said encroachment does not intrude into a required buffer.

157.07 INDUSTRIAL DISTRICT. In any industrial district, a chain link fence not exceeding eight feet in height is permitted in the limits of the rear yards and interior side yards.

157.08 RETAINING WALLS. In the case of retaining walls supporting embankments, the above requirements shall apply only to that part of the wall above the ground surface of the retained embankment.

157.09 EASEMENTS AND DRAINAGE. Fences will be permitted in public utility easements and in storm water drainage or water flow easements as long as they do not hinder, obstruct, or block water flow or drainage. Fences may be permitted within required buffers if specifically approved by the City Council. Property owners are required to determine and identify their property boundaries before installing a fence.

157.10 TEMPORARY SNOW FENCES. Temporary plastic snow fences shall be permitted from November 1 through April 1 of each year without a permit.

[The next page is 731]

Application for Dog/Cat License		
City of Elkhart		
All animals 6 months and older must be licensed		
Breed		Color(s) and Marking(s)
Age	Sex	Pet Name
Rabies Tag #	Vaccination Type and Date	Expiration Date
Owners Name		
Address		
Elkhart, IA 50073		Phone #
Signature		Date
Current City Tag #		
For Office Use Only	Tag Fee	Date Received
City Tag #	Penalty	Total Fee

Return this application, rabies certificate and fee to:

City Hall
 260 NW Main Street
 PO BOX 77
 Elkhart, IA 50073

Complete one application per pet

Fees:	
Yearly from July 31st through July 31st	\$5.00
Late fee if paid after July 31st	\$2.00

Community Center Rental Agreement

Rates:

Regular: \$75.00 (Monday-Friday)

Holiday: \$100.00 (Monday-Thursday)

Regular: \$100.00 (Friday-Sunday)

Holiday: \$125.00 (Friday-Sunday)

Payment is due in full within ten (10) days of making a Community Center reservation. Contact City Hall the week of your event to schedule a key pick up. The undersigned is responsible for the following:

1. The key unlocks the deadbolt and doorknob. Make sure to manually unlock the doorknob so it stays unlocked.
2. Table and chairs must be returned to the original configuration.
3. Please bag all trash and leave bag(s) near front door for our cleaners to collect.
4. The coffee pot takes at least forty (40) minutes before you will hear it perk.
5. The AC must be turned on at the unit, not at the wall thermostat.
6. When leaving, ensure patio door and front door are locked. There is no need to lock the deadbolt of the Community Center – just lock the doorknob.
7. Prior to departure, return the key to the drop box located to the right of the main door of Community Center.
8. Any event that will be publicly advertised shall need council approval prior to rent the Community Center.
9. The undersigned is responsible for any damage to the Community Center during the time that it is rented or any damage that is cause due to failure to follow the procedures herein.
10. Community organizations are defined as an organization having direct affiliation with the City of Elkhart. Community organizations that currently are not charged for use of the Community Center include the following: Elkhart Fire Department, Elkhart Community Betterment Committee, Parks and Recreation Board, Cemetery Board, and Little League. If your Community Organization is not on this list but wish to be, you must first receive approval from the City Council.
11. Please contact City Hall with any questions at 515-367-4735 or deputyclerk@cityofelkhart.com.

Renter Signature and Date:
