

City of Inwood, Iowa
Application for Building Permit

1. LOCATION OF PROPOSED IMPROVEMENTS:

Street Address: _____ Zoning Classification _____

Legal Description: _____ (Lot) _____ (Block) _____ Addition _____

2. APPLICATION IS MADE BY:

Name: _____ owner/developer/agent

If Applicant is not the owner, please list owner's name and address: _____

Applicant Phone or Contact number: _____

Contractor (Name & Phone #) _____

3. REASON FOR BUILDING PERMIT:

This permit is for: New Dwelling Garage Addition Storage shed Deck
 Fence Driveway Sign Other _____

(please describe)

Please describe in DETAIL the proposed building activities for this permit application:
(e.g. build new house, erect new garage, etc.; and please provide type of construction and building dimensions)

Is there a utility easement? If so, I understand that there is to be no obstruction or building on an easement. I also understand that there shall be no plantings of any kind in easements. If any such plantings occur & it is necessary to dig them up, no compensation will be given. initial

Length _____ Width _____ Height _____ Basement Yes No

Type of Frame: (brick, concrete, concrete block, wood, structural steel, other) _____

Beginning Construction Date: _____ Estimated Completion Date: _____

4. LOT OR PARCEL INFORMATION

Lot size: Front lot width _____ Rear Lot Width _____ Lot Depth _____

Structure will be set back _____ feet from FRONT Lot line

Structure will be set back _____ feet from REAR Lot line

Structure will be set back _____ feet from LEFT SIDE and _____ feet from Right Side

Structure will be set back _____ feet from nearest structure/building on the lot

Present land use: _____ Proposed land use _____

SITE PLAN:

Application for a building permit will be accompanied by a detailed site plan in accordance with Article 14 of the Inwood Zoning Ordinance. Interior remodeling projects and those exterior projects that do not change the size, cubic content or building footprint are exempt from site plan requirements. Other considerations pertinent to the proposed use may be requested.

PLEASE CONTINUE ON THE NEXT PAGE

BUILDING PERMIT FEES:

Building permit application fees shall be paid at the time the permit application is submitted to the City of Inwood. **Building permit application fee is \$25.00**

The undersigned applicant, by signature, indicates his/her agreement to the conditions outline in this application, and will adhere to the Inwood Zoning Regulations. The applicant also acknowledges understanding and agreement of: That this permit is valid ONLY for the project as presented to and approved by Inwood; AND that any changes made to either the site plan submitted or the construction/improvement/usage authorized by this permit must be reviewed by Inwood for compliance and authorization prior to commencement of construction; AND that it is the intent of the applicant to build the structure(s) noted on this form in accordance with the plan(s) submitted for the usages(s) indicated; AND that ANY unauthorized changes to the approved plan, usage noted, or to the parcel/land/site plans as presented renders this permit null and void.

Applicant certifies that all work done under this permit shall be in strict conformance with the Municipal Code of the City of Inwood, that NO work shall begin until this permit has been granted and that he/she understands that any violation of the code constitutes a misdemeanor, liable to punishment as set forth therein. The undersigned represents that the facts and matters as stated herein are true and correct, and that it is understood that if said Permit be granted, it will be subject to compliance with any terms and conditions thereof and with any existing or future laws of the State of Iowa and Ordinances of the City of Inwood, Iowa.

Approval of a Building Permit shall be valid for a period of one (1) year. The permit shall be void if the use applied for has not commenced construction within one (1) year of approval of such permit, unless an extension has been obtained.

Building material and any debris from construction must be covered or secured to keep from blowing and littering neighboring properties.

Applicant signature (or Authorized Representative) Date

**REMEMBER TO CALL IOWA ONE CALL BEFORE YOU DIG
1-800-292-8989**

<p>Inwood Building Permit Approval (For use by the City of Inwood only) This application and site plan presented by the applicant have been reviewed to compliance with the Inwood Zoning Ordinance and is determined to be in compliance with the regulations.</p>	
<p>This permit is ___ Approved ___ Denied as presented on this date _____</p>	
<p>Signed: _____ Inwood City Clerk</p>	
<p>Copy sent to Applicant on _____</p>	
<p>Building Permit Application Fee paid ___ yes ___ no \$ _____</p>	
<p>Conditional Use permit required ___ yes ___ no If yes, forwarded to Board of Adjustment on _____</p>	

City of Inwood
Building Permit Application - Site Plan

Applicant: _____
Address: _____

Please submit below a sketch plan in support of your building permit application, showing the actual shape and dimensions of the lot on which the construction will take place.

1. Show streets, with street names, if any on proper sides of the lot or parcel.
2. Show property lines and dimensions of the lot or parcel
3. Show locations of existing and proposed new structures, and their distances from lot lines and mark new or existing
4. Show dimensions of proposed structures and other development, expressed in feet
5. Show locations of existing and proposed accessory buildings (if any) and distances from main building and lot lines.
6. Indicate north, south, east, and west
7. Be specific and detailed in your sketch and in your narrative statement, so the application furnishes a complete picture, in words and drawing of what you propose to do.
8. Application and drawing must be complete in its entirety and returned with the building permit fee before it will be processed and approved.

One square inch equals 5 feet
All measurements should be from the property line.

INWOOD BUILDING PERMIT PROCEDURES

1. Approval from **Building Permit Committee** on all exterior structures is required **before** construction/repairs begin.
2. A drawing is required showing the lay out of property lines, street names, existing structures and the proposed structures. Measurements detailing the distance from the property line to the proposed structure must be displayed.
3. Place stakes in the ground showing the size and placement of the proposed structure.
4. A building permit is required for any exterior structure constructed, moved onto the property, and/or any repairs. This includes (but not limited to) fences, decks, breezeways, porches, additions, lawn sheds, utility sheds, and storage sheds. Cost of the building permit is \$25.00 and is good for one year from the date of the building permit application. The Application for Building Permit form must be returned to the City Office, 103 S. Main Street. If you have any questions, please call the City Office at 712 753-4833.
5. **Always call Iowa One Call - 800 292-8989 - before digging.** There is no cost to the property owner. All utility services will locate underground service lines on your property without a charge.
6. Tax Abatement: You may be eligible for a Tax Abatement if building improvements total more than \$10,000 (ten thousand dollars) and adds value to your current property tax assessment. Application forms are available at the City Office and must be approved by motion of the City Council.

All measurements are from property lines. Not from the street edge. If you cannot find lot pins, you will need to consider having your property surveyed.