

APPLICATION FOR BUILDING/ZONING PERMIT
For CITY OF KEOSAUQUA

Please fill this form out and return to City Hall or email to citykeo@netins.net by the week before the 2nd Tuesday of the month for Council consideration.

NOTE: All permits must be submitted and **approved** prior to start of construction. Permit **expires one year** after council approval. A copy of this permit will be returned to you upon approval.

PLEASE FILL OUT COMPLETELY.

DATE: _____ NAME OF APPLICANT: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ EMAIL: _____

ADDRESS OF BUILDING SITE: _____

DO YOU OWN THIS PROPERTY? _____ YES _____ NO If NO, who owns it _____

IS THIS ADDRESS IN A SUBDIVISION? _____ YES _____ NO

IF YES, WHICH SUBDIVISION _____

CONTRACTOR: _____ BUILDING USE: _____

DIMENSIONS (include overhang): LENGTH _____ WIDTH _____ HEIGHT _____

TYPE OF MATERIAL: _____

IF THIS IS A HOME CONSTRUCTION, TYPE OF HOME _____

(Manufactured/Modular Home applicants must contact Jerry Trimble @ Iowa Dept. of Public Safety (515-238-3124))

APPROXIMATE COST OF CONSTRUCTION: _____

STRUCTURE DESCRIBED AS:

_____ NEW DWELLING _____ GARAGE _____ ADDITION _____ STORAGE SHED _____ FENCE

_____ DECK _____ PORCH _____ BREEZEWAY _____ POOL OTHER _____
(PLEASE LIST)

APPLICANT'S SIGNATURE: _____ TELEPHONE: _____

ON AN AERIAL MAP OF THE PROPERTY, WHICH CAN BE OBTAINED FROM THE VAN BUREN COUNTY ASSESSORS OFFICE LOCATED AT THE COURT HOUSE, DRAW THE STRUCTURE YOU WILL BE CONSTRUCTING. THE FOLLOWING MUST BE INCLUDED FOR COUNCIL ACTION:

1. The dimensions of the structure – the measurements should include any overhang.
2. Number of FEET FROM ALL PROPERTY LINES MUST BE SHOWN for the proposed new structure.

NOTE THE FOLLOWING SETBACKS: FIVE (5) FEET FROM EACH SIDE OF THE LOT(S) LINES AND TWENTY-FIVE (25) FEET FROM THE FRONT AND BACK PROPERTY LINES. CORNER LOTS REQUIRE TWO (2) 25 FOOT FRONT SETBACKS.

ALL SUBDIVISION COVENANTS MUST BE FOLLOWED FOR THIS BUILDING PERMIT TO BE APPROVED. APPLICANT CERTIFIES THAT ALL WORK DONE UNDER THIS PERMIT SHALL BE IN STRICT CONFORMANCE WITH THE MUNICIPAL CODE OF THE CITY OF KEOSAUQUA, THAT NO WORK SHALL BEGIN UNTIL THIS PERMIT HAS BEEN GRANTED AND THAT S/HE UNDERSTANDS THAT ANY VIOLATION OF THE CODE CONSTITUTES A MISDEMEANOR, LIABLE TO PUNISHMENT THEREOF AND WITH ANY EXISTING OR FUTURE LAWS OF THE STATE OF IOWA AND ORDINANCES OF THE CITY OF KEOSAUQUA, IOWA.

BUILDING MATERIAL AND ANY DEBRIS FROM CONSTRUCTION MUST BE COVERED OR SECURED TO KEEP FROM BLOWING AND LITTERING NEIGHBORING PROPERTIES.

FOR INTERNAL USE ONLY

Address is in flood plain: A B C

Permit to be used for: RESIDENTIAL COMMERCIAL INDUSTRIAL

Does this permit comply with Keosauqua Zoning Ordinance? yes no if no, please explain:

Reviewed By: _____ APPROVED? YES NO

ADDITIONAL NOTES: _____

BUILDING PERMIT PROCEDURES FOR THE CITY OF KEOSAUQUA

1. A building permit is required for any exterior structure constructed in a permanent manner which includes new dwellings, garages, additions, fences, sidewalks, decks, breezeways, porches, storage sheds along with moving any structure onto a property. The completed Building/Zoning Permit Application must be returned to City Hall at 201 Main Street or emailed to citykeo@netins.net by the week prior to the 2nd Tuesday of the month's meeting. If you have any questions, please call (319) 293-3536. Once approved, the building permit is valid for one year.
2. Sidewalks that do not connect to city property do not require permits.
3. Driveways that do not connect to city streets do not require permits.
4. The rebuilding of decks does not require a permit unless the dimensions change.
5. An aerial map is required showing the lay out of property lines, street names, existing structures, and the proposed structure. Measurements showing the distance from the property line to the proposed structure must be displayed.
6. Estimated costs of the building structure are required and must be listed on the building permit application.
7. You may be eligible for tax abatement. Application forms are available from the city clerk and must be approved by the City Council before being submitted to the Van Buren County Assessor's Office.
8. Always call Iowa One Call (800-292-8989) before digging. All utility services will locate underground service lines on your property without charge.