

# CITY OF GLENWOOD BUILDING PERMIT

Permit Fee: \_\_\_\_\_ Clerk's Receipt: \_\_\_\_\_ Application Date: \_\_\_\_\_ Permit # \_\_\_\_\_

Owner/Occupant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Construction Address: \_\_\_\_\_

Legal Description - Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Addition: \_\_\_\_\_

Zone: \_\_\_\_\_ Principal Use: \_\_\_\_\_ Lot Size \_\_\_\_\_ x \_\_\_\_\_

Alterations or additions (explain in detail): \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Construction Cost \$ \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_

New Home		Deck	
Addition		Fence	
Accessory Building		Other	
Garage			

Setback from property line to structure:

Front yard \_\_\_\_\_ Side yard \_\_\_\_\_

Rear yard \_\_\_\_\_ Side yard \_\_\_\_\_

Material Type (wood, metal, etc.) \_\_\_\_\_

Provisions for off street parking (i.e., type of surface, area, etc.) \_\_\_\_\_

**\*A sketch of the improvement showing the location and the setbacks on the above-described property must accompany this application.**

When a new home is constructed, applicant is required to install a sidewalk.

Hold Harmless. Applicant shall indemnify and hold harmless the City of Glenwood, Iowa, from and against all losses, claims, damages, and expenses, including attorney's fees, arising out of or resulting from the performance of the building permit that results in bodily injury, sickness, disease, death, or injury to or destruction of tangible property, including the loss of use resulting therefrom and is caused in whole or in part by the Applicant, any Contractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable.

The property owner is responsible for any easements that may affect the building permit.

**Allow approximately 7 days for processing this application.** No construction may commence until this application is approved. If the work described in any building permit has not begun within 90 days from the date of issuance thereof, said permit shall expire; it shall be cancelled by the administrative official; and written notice thereof shall be given to the persons affected. The project contemplated by such building permit must be substantially completed, as determined by the sole discretion of the Zoning Administrator by \_\_\_\_\_, 20\_\_\_\_. Failure to meet substantial completion by such date shall result in the revocation of the building permit unless an extension of the substantial completion date is granted by the Glenwood City Council for good cause shown. Said improvements are to be constructed with all laws and ordinances governing same. This permit only addresses compliance with the Glenwood Land Use Development Ordinance and does not intend to address issues surrounding the existence of easements, parties in possession, boundaries, hazardous wastes, access or compliance with any Iowa Building Codes (i.e. plumbing, electrical), construction standards or restrictive covenants.

\_\_\_\_\_  
**Email Address**

\_\_\_\_\_  
**Signature of Applicant**

\*\*\*\*\*

**City Zoning Administrator or Designee**

On this date \_\_\_\_\_ I have checked the location and proposed layout described herein and recommend that the application be \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved subject to or by the following: \_\_\_\_\_

*\*\*If approved, property owner/builder must abide by all City of Glenwood Land Ordinances. Property Owner is responsible for establishing property lines.\*\**

\_\_\_\_\_  
**Signature of Zoning Administrator/Designee**

**\*If needed\* Approval by the following Board:**

Planning & Zoning Date \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Signature \_\_\_\_\_

Board of Adjustment Date \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Signature \_\_\_\_\_

**Comments:** \_\_\_\_\_