



City of West Burlington
BUILDING/SIGN PERMIT APPLICATION

City Hall, 122 Broadway St. Ph: (319) 752-5451 Fax: (319) 752-8425

A permit must be obtained prior to starting any construction, alteration or placement of signage. Applications must be submitted with one original set of certified plans, computations and specifications prepared and signed by an engineer or architect licensed in the State of Iowa.

GENERAL INFORMATION

Application Date: _____
Property Owner and/or Business Name: _____
Site Address: _____
Mailing Address for Permit (if different than site address): _____
City/State/Zip: _____
Applicant Name: _____ Position: _____
Email Address: _____
Phone: _____

City Use Only

Building Code: _____
Type Code: _____
Fee Code: _____
Zoning District: _____

Approved _____
Denied _____

SITE INFORMATION

Lot Dimensions: Front Yard: _____ ft. Side Yard (1): _____ ft. Side Yard (2): _____ ft. Rear Yard: _____ ft.
Are there any recorded roadways or utility easements on your property? If yes, describe type and location: _____

Off-Street Parking? _____ Yes _____ No Off-Street Loading: _____ Yes _____ No

PROJECT INFORMATION

Estimated cost of construction: \$ _____ Are you requesting a new water and/or sewer connection? _____ Yes _____ No
Type of construction (mark all that apply):
_____ Residential Construction _____ Accessory Building _____ Addition _____ Fence
_____ Commercial Construction _____ Alteration _____ Driveway _____ Demolition
_____ Industrial Construction _____ Sidewalk _____ Other

All trenches for new water and/or sewer connections must be inspected prior to backfilling. Contact City Hall at 319-752-5451 to schedule inspections.

Describe your proposed construction, alteration or signage: _____

Height of structure: _____ ft. Square ft. of structure: 1st Floor: _____ ft. 2nd Floor: _____ ft.
Basement: (check one) ☐ Finished ☐ Unfinished ☐ N/A ☐ Not applicable

CONTRACTOR INFORMATION


Contractor Name: _____ Phone: _____
Contractor Address: _____ City/State/Zip: _____

APPLICANT SIGNATURE

Permits
are valid
for 180
days.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of the law and ordinances covering this type of work will be completed whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction

Signature: _____ Date: _____
Print Name: _____ (OVER)



CITY USE ONLY

☐ **APPROVED** ☐ **DENIED** Reason denied: _____

Date: _____ **Building Inspector:** _____