

## APPLICATION FOR BUILDING PERMIT

**City Code, Chapter 165.27:** Building permits shall be obtained from the Code Enforcement Officer before starting or proceeding with the erection, construction, moving in, or the structural alteration of a building or structure.

### Applicant Information:

\_\_\_\_\_  
Applicant (Property Owner) Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Address of Proposed Work

\_\_\_\_\_  
Alternate Phone Number

Legal Description of Property:

**Special Note: The location of property lines is the sole responsibility of the property owner. The City of Cherokee accepts no liability for measurements or location of lines.**

**Setbacks: Application will not be processed without measurements from proposed building to each property line.**

\_\_\_\_ Interior Lot    \_\_\_\_ Front Yard Measurement    \_\_\_\_ Right Side Measurement

\_\_\_\_ Corner Lot    \_\_\_\_ Rear Yard Measurement    \_\_\_\_ Left Side Measurement    \_\_\_\_\_ Sq. footage of lot

**What do you want to build?** \_\_\_\_\_

### Check each that apply:

\_\_\_\_ New    \_\_\_\_ Demolish    \_\_\_\_ Move    \_\_\_\_ Commercial    \_\_\_\_ Industrial    \_\_\_\_ Residential

\_\_\_\_ One Family Home    \_\_\_\_ Two Family Home    \_\_\_\_ Multi-Family    \_\_\_\_ Attached Garage

\_\_\_\_ Unattached Garage    \_\_\_\_ House Addition    \_\_\_\_ Basement    \_\_\_\_ Deck/Patio    \_\_\_\_ Fence    \_\_\_\_ Shed

Other \_\_\_\_\_

### Construction Information:

Est. Start Date: \_\_\_\_\_ Est. Completion Date: \_\_\_\_\_ Est. Cost \_\_\_\_\_

Est. Sq. Footage: \_\_\_\_\_ Contractor's Name: \_\_\_\_\_

Electrician: \_\_\_\_\_ Plumber: \_\_\_\_\_ Mech. Contractor: \_\_\_\_\_

Check each that apply:

\_\_\_\_ Wood Frame    \_\_\_\_ Brick Frame    \_\_\_\_ Steel Frame    \_\_\_\_ Concrete Block    \_\_\_\_ Poured Concrete

\_\_\_\_ Stone/Brick Veneer    \_\_\_\_ Wood Siding    \_\_\_\_ Steel Siding    \_\_\_\_ Vinyl Siding    \_\_\_\_ Metal Roofing

Height of Structure \_\_\_\_\_ Depth of Foundation \_\_\_\_\_

**Site Plan Information:**

Please sketch site plan in box below, identifying proposed building. Show all existing structures on your property, proposed work, and distance of the new construction from your property lines (setbacks.) Show location of any adjacent street or alley. Use directional arrow to indicate north. Use a separate sheet if necessary or attach drawings. The Code Enforcement Officer reserves the right to require any additional information, including blueprints.

N↑

\_\_\_\_\_  
Applicant/Owner Signature

\_\_\_\_\_  
Date

Return completed and signed application to Cherokee City Hall. Permit expires six months after issue date if construction has not begun, or two years after date of issue if construction has not been completed. If six month time period has elapsed, an extension may be granted at the discretion of the City, or a new permit application may be required to be filed.

\*CALL ONE CALL BEFORE YOU DIG! 1-800-292-8989

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**Do Not Complete Below This Line. For City Use Only**

**Zoning District:** \_\_\_ A-1 \_\_\_ R-1 \_\_\_ R-2 \_\_\_ RPUD \_\_\_ M-R \_\_\_ C-1 \_\_\_ C-M  
\_\_\_ M-1 \_\_\_ M-2 \_\_\_ CBD **Flood District:** \_\_\_ FW \_\_\_ FF \_\_\_ FP

**Approved** \_\_\_ **Denied** \_\_\_ **Date Issued** \_\_\_\_\_ **Permit No. Assigned** \_\_\_\_\_

**If Denied, reason for denial:** \_\_\_\_\_

\_\_\_\_\_

**Reservation or Other Comments:** \_\_\_\_\_

\_\_\_\_\_

**Fees:**

|   |                     |                     |       |
|---|---------------------|---------------------|-------|
| _____                                       | _____               | _____               | _____ |
| <b>Signature (Code Enforcement Officer)</b> | <b>Permit Fee</b>   | <b>Water Permit</b> |       |
|   | <b>Sewer Permit</b> | <b>Date Paid</b>    |       |

## NEW CONSTRUCTION

### REQUIRED INSPECTIONS DEPOSIT

1. Footing Inspections: Upon completion of the trenching and prior to pouring concrete, the Building and Zoning Official shall inspect the footings for all new structures. Foundations buried without this inspection shall be subject to re-opening to verify depth of the footings and construction materials.
2. Water Connections: After the owner/contractor has exposed the water main, city water personnel will tap the main. Upon completion of the water service line between the water main and the structure, and prior to covering of the same, the owner/contractor shall request an inspection of said water service line by the Cherokee Water Superintendent. Upon approval and signature of the Water Superintendent, the contractor or owner must return the completed Application for City Water to City Hall.
3. Sewer Inspections: Upon completion of the sanitary sewer line and drain tiles and prior to covering of the same, the owner/contractor shall request an inspection of said sanitary sewer service line and drain tiles (if applicable) by the Cherokee Street Superintendent. Upon approval and signature of the Street Superintendent, the contractor or owner must return the completed Sewer Permit to City Hall, including measurements identifying the exact location of the connection with city sewer.
4. **A \$500.00 deposit shall be paid to the City of Cherokee upon the application for a building permit for new construction and/or replacement or addition of a water service and/or sanitary sewer connection. The deposit will be returned upon satisfactory completion of all inspections as stipulated herein and the return of the signed and completed water and sewer permits to City Hall. Failure to comply with any part of these requirements will result in the forfeiture of said \$500.00 deposit, plus cost of re-exposing the applicable footings, water service line or sewer connecting line.**