



Permit #: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_  
 Fee: \$ \_\_\_\_\_

**CITY OF NEW HAMPTON, IOWA  
 ZONING/BUILDING PERMIT APPLICATION AND APPROVAL**

**Applicant Information:**

Name of Applicant:
Mailing Address:
Telephone Number:
Email Address:

**Property Information:**

General Address of Property in Question (parcel number, street address or road address):
Legal Description of Property in Question (Attach, if necessary):
<i>*Attach a site plan or plot plan that contains lot dimensions, and size, shape and location of buildings or structures to be erected or affected and the distance to all property lines.</i>

**Request Information:**

Existing Use of Property:
Zoning Classification or District (Principal Permitted Uses Only):
Contractor Name & Phone Number:
Proposed Use of Property or Improvement:
Valuation of Intended Improvements: \$ _____
<p><b>Note:</b> Roofing, flat exterior concrete, painting, carpeting &amp; heating/cooling units do not require a permit.          *Call Iowa One Call at 800-292-8989 for protection against underground utility damage.          *Electrical permits are required for all new installations. Call 866-923-1082 for more information.          *Please complete the attached TAX EXEMPTION form. All residential improvements are eligible for abatement if the assessed property value increases by at least 10%.</p>
Actual (Site Specific) Dimensional Information:
Building Dimensions: _____ Building Height: _____ Lot Area: _____ Front Yard Setback: _____ Side Yard Setback: _____ Rear Yard Setback: _____ Building Materials: _____
<b>*No exterior siding containing materials, unlike those of surroundings buildings, shall be used in the construction, remodeling, or repair of a structure. Structures 200 sq ft or less are excluded.</b>

**Acknowledgement and Certification of the Applicant and/or Owner:**

I/We understand this application, and that it with required attachments, constitutes our complete zoning permit application for the proposed use or improvement stipulated above. I/We certify that the information we have provided to the Zoning Administrator is complete, accurate, and true to the best of our knowledge. Any intentional falsification or change in the information contained in this application, or to the attached information, shall cause: this application to become null and void and any approval granted herein to be revoked.

I/We understand the nonrefundable fee for consideration of this application is \$\_\_\_\_\_. Under no circumstances shall all, or part, of this fee be refunded to applicant.

An applicant who is issued a zoning permit is bound, by acceptance of the permit, to commence the construction for which the permit is issued and is bound to finish said construction within twelve (12) months from and after said date of issue. A zoning permit issued under the City Zoning Ordinance shall be valid for a period of twelve (12) months from and after the date of issue of said permit. Upon expiration of a permit, the holder shall make a new application for a new permit under the provisions of this chapter and shall otherwise go through the same procedure as required for issuance of the original zoning permit. The fee for the second permit, as in the case of the original permit fee, shall be set by resolution by the City Council.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Owner Signature, if not the applicant

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Approval of the City:**

Based on the information provided in this application, and attested to, by the applicant, I have reviewed the request and hereby approve of this application and permit for zoning compliance on behalf of the City of New Hampton, Iowa.

\_\_\_\_\_  
Signature of Zoning Administrator

Date: \_\_\_\_\_

## Sample Site Plan (See also **Checklist** on next page)

Indicate: Existing buildings with dimensions (solid line).  
 Proposed buildings with dimensions (dashed line).  
 Lot size and property lines.  
 Distance from road right of way and property lines to: Existing and proposed buildings  
 and existing and proposed septic and water supply.

Also indicate: Distance between buildings.  
 Direction of ground slope in relation to well and septic.  
 Underground and overhead utilities including water supply line.  
 An arrow indicating north.  
 Scale

GIS Tools: Beacon Schneider online mapping system provides property data and measuring tools for Chickasaw County and the City of New Hampton. Visit: <https://beacon.schneidercorp.com/>

