

Building Permit Application



Applicant						
Contact person				Owner/Contractor	<input type="checkbox"/> o	<input type="checkbox"/> c
Mailing address						
City			State	Zip		
Phone(s)		cell			landline	
Email						

Project Location													
Address				Owners(s)									
Parcel number	Zoning			A-1	B-1	B-2	I-1	I-2	I-3	MH-1	R-1	R-2	R-3

Type of Project	Type of Structure	Use and Occupancy
New structure	Home/dwelling	Residential
Addition	Garage/carport/shed	Storage
Demolition	Porch/deck	Industrial
Relocation	Pool	Business
Roof replacement	Commercial/Industrial	Mixed (mark all that apply)
ROW	Sign(s)	Educational
Other (name below)	Fence, material:	Healthcare
	Other:	Other/not applicable

Project Detail									
Dimensions		Length:	Width:		Height:				
2 nd component <i>(ex: pool if, deck & pool)</i>		Length:	Width:		Height:				
Distance from lot lines		North:	East:	South:	West:				
Estimated start date		Estimated finish date		Estimated total cost					
<i>Complete for those working on your project</i>				Name	Property owner	Contractor	Office use	State registered	City registered
General contractor									
Plumber									
HVAC									
Electrician									

Addition Materials		
Included	Not needed	Include and mark the following as applies to your project, printed or digital copies accepted
		Site Plan: attach image showing the location of your project on the lot. Include other buildings, structures and property lines. See Jackson County Beacon (GIS) for a map of the parcel
		Construction Plans: attach applicable floor plan, foundation plan, cross section and elevations. Worksheets for plans for decks, sheds, pools and garages are available
		Building Specification Sheet
		Storm Water Management Plan, required for commercial and industrial projects
		Variance Application
		Water and Sewer Connection Application
		Curb Cut & Street Cut Forms
		Application for Certificate of Occupancy

The signature below certifies that the above information is true and correct and that the improvement will comply with all applicable regulations of the City of Maquoketa. The signature also authorizes the City to inspect the project for which I am applying.

Signature: _____ Date: _____

Email to: inspector@maquoketaia.com

Mail or Deliver to: City Hall, Building Department, 201 E Pleasant St.

<i>This area for office use ONLY</i>						
Processing			Permit Number			
Calculated value			Assigned		Completed	
Fees		Steps	Date	Initials	Date	Initials
Building permit		Application received				
Plan review		Plan review				
Storm water review		Storm water review				
Water connection		Permit issued				
Sewer connection		Inspection 1				
Street deposit		Inspection 2				
Variance		Inspection 3				
TOTAL		Inspection 4				
		Inspection 5				
Date paid		Key lock box installed				
Check #		Certificate of occupancy				
Receipt #						