

NOTE: Administrative appeals of this decision must be taken to the City Board of Zoning Adjustment within 15 days of this action.

Building Permit Application

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Draw all dimensions of your property, existing buildings, new building or addition, front yard, side yard and rear yard measurements. Also show streets and alleys. **Diagram must show set-back from street.**

Remember when measuring that the City Street Right-Of-Way is twenty (20) feet, even though the street is not that wide. Residential front yard requirement is twenty (20) feet back; second front yard (corner lot) requirement is fifteen (15) feet; and side yard requirement is six (6) feet.



Building permits are needed by anyone increasing the outside dimensions of a house or other structure, horizontally or vertically.

The City's Zoning Ordinance provides the building guidelines for each zoning district (residential, commercial, etc.). A copy of the guidelines can be obtained at City Hall with the permit application forms.

Building permit is approved within a few days, once the permit is compared to the Zoning Ordinance and inspections are completed. If any variation from the ordinance is needed to construct the building, the City's Board of Adjustment will meet with the land owner(s) and the affected neighboring land owner(s) to discuss granting a variance for the building.