



# CITY OF OKOBOJI

## ZONING PERMIT APPLICATION

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Phone: 712.332.2550  
1322 Hwy 71 N., Okoboji, Iowa 51355  
Office Hours: 8:00am—4:30pm  
Zoning Administrator: Michael Meyers

Complete Zoning Text Available at:  
okobojicity.com/government/zoning

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

City Staff:

Permit Number: \_\_\_\_\_

The applicant agrees that the improvement and the use of the property will be in accordance with the Code of City of Okoboji, Iowa, and the laws of the State of Iowa which apply to the improvements and its use. The owner subscribes to the statements herein as a basis of issuance of the permit. No change in size or locations of buildings listed hereinto will be made without written notice to the City of Okoboji Zoning Administrator.

### LOCATION OF PROPOSED IMPROVEMENTS:

Street Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Zoning Classification:     A-1    R-1    R-2    R-3    C-1    (Please Circle One)

### APPLICATION IS MADE BY:

Name: \_\_\_\_\_ Owner / Agent of Owner

(Please Circle One)

Street Address (of Applicant): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

If applicant is not the owner, please list the owner's information below:

Name: \_\_\_\_\_

Street Address (of Applicant): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### REASON FOR A ZONING PERMIT:

This permit is for:

- New Construction
- Fence
- Building Addition
- Deck / Patio
- Other: \_\_\_\_\_

Please describe in detail the proposed building activities:

\_\_\_\_\_

Total Square Feet of Proposed Structure: \_\_\_\_\_

Height of Proposed Structure: \_\_\_\_\_

(Note: Height is determined from the lowest ground level to the highest point of the entire structure)

Valuation of Proposed Improvements: \_\_\_\_\_

- SEE REVERSE SIDE -

**PARCEL INFORMATION:**

Lot Size: \_\_\_\_\_ (sq.ft.) - Front Lot Width: \_\_\_\_\_ - Rear Lot Width: \_\_\_\_\_ - Lot Depth: \_\_\_\_\_

Structure will be set back \_\_\_\_\_ feet from FRONT lot line

Structure will be set back \_\_\_\_\_ feet from REAR lot line

Structure will be set back \_\_\_\_\_ feet from LEFT SIDE lot line

Structure will be set back \_\_\_\_\_ feet from RIGHT SIDE lot line

Structure will be set back \_\_\_\_\_ feet from nearest structure on the lot (if applicable)

**SITE PLAN:**

This application for a Zoning Permit will be accompanied by a detailed site plan in accordance with Article IX of the City of Okoboji Zoning Ordinance. Site plans should include, at minimum:

- Property Boundary Lines, Dimensions, and Total Area
- Location of Existing Utilities
- The Square Feet of All Proposed Structures
- Existing Buildings, Right-of-Ways, Streets, Easements, Drainageways
- Walls, Fences, Signs, and Other Man Made Features
- Accurate Dimensions of All Proposed Structures and Distance to Lot Lines



Remember: Structures 500 sq.ft. or greater WILL REQUIRE the submittal of a low impact development plan.

**Please check all in acknowledgement.**

Other considerations pertinent to the proposed use or require by Okoboji City Code may be requested by the Zoning Administrator.

All corners of the lot should clearly be staked. The proposed structure should also clearly be staked to ensure compliance with the City of Okoboji Zoning Ordinance.

It is the owner’s responsibility to determine and assure compliance with all Homeowner Association rules or other covenants. The City of Okoboji will not check for HOA rules or other covenants running with any parcel of land and that the granting of a permit will not mean that it is in compliance with any covenants which may exist.

The undersigned applicant, by signature, indicates his/her agreement to the conditions outlined in this permit, and will adhere to the City of Okoboji Zoning Regulations. The applicant also acknowledges understand and agreement of: That this permit is valid ONLY for the project as presented to and approved by the City of Okoboji; AND that any changes made to either the site plan submitted or the construction authorized by this permit must be reviewed by the City of Okoboji for compliance prior to the commencement of construction; AND that it is the intent of the applicant to build the structure(s) noted on this form in accordance with the plan(s) submitted for the usage(s) indicated; AND that ANY unauthorized changes to the approved plan as present could render the permit null and void.

\_\_\_\_\_  
Applicant Signature (or Authorized Agent of Owner): \_\_\_\_\_  
Date:

**CITY OF OKOBOJI ZONING REVIEW (FOR USE BY CITY STAFF ONLY)**

This permit application is:  Approved  Denied as presented on this date: \_\_\_\_\_. Zoning Permit Fee: \_\_\_\_\_

If this permit was denied, why: \_\_\_\_\_. If variance requested, BOA Date: \_\_\_\_\_ CC Date: \_\_\_\_\_

Was this permit approved by variance:  Yes  No  N/A - Signed: \_\_\_\_\_

- Copy Sent to IGLSD -  Copy Sent to Dickinson County -  Compliant with 2013 Airport Land Use and Height Overlay