

**City of Atkins**  
**Building Permit Application**

480 Third Ave. P. O. Box 171, Atkins, IA 52206 Telephone 319-446-7870

email: cityclerk@cityofatkins.org

Application for a Permit to: Build ; Alter ; Add to ; Move ; Demolish ; Re-roof \_\_\_\_.  
(Check One)

Owners Name: \_\_\_\_\_ Date: \_\_\_\_\_

Current Address: \_\_\_\_\_ Phone #: \_\_\_\_\_ Text ok? \_\_\_\_  
email: \_\_\_\_\_

Complete if work is to be done by someone other then owner.

Contractor: \_\_\_\_\_ Phone # \_\_\_\_\_ Text ok? \_\_\_\_  
Address: \_\_\_\_\_ email: \_\_\_\_\_

Location and description of work to be performed:

Address: \_\_\_\_\_ Lot Size: \_\_\_\_\_  
(Subdiv and Lot No is acceptable)

Size of Building or Addition: \_\_\_\_\_ SQFT Use: \_\_\_\_\_

Substructure: Slab ; Crawl Space ; Basement ; Portable ; Post/Pillar ; Other

List any other building on property and their use: \_\_\_\_\_

Cost of Project: \$ \_\_\_\_\_

Signature of Applicant

**NOTE: VERTICAL WATER METERS ARE NOT ALLOWED; METER WILL NOT BE INSTALLED IF PLUMBING IS INSTALLED VERTICALLY**

**Office Use Only**

Low Opening Elevation Requirement (new construction only): \_\_\_\_\_

Easements: Y or N Easement Type: \_\_\_\_\_

Permit # \_\_\_\_\_ Property is Zoned \_\_\_\_\_ Date \_\_\_\_\_

Application is \_\_\_ Approved, \_\_\_ Denied

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

**Fees Paid:**

Building Permit: \$ \_\_\_\_\_

Water Connect Fee \$ \_\_\_\_\_

Sewer Connect Fee \$ \_\_\_\_\_

Total Fees: \$ \_\_\_\_\_

Jerry Michael, Building Inspector  
Cell 319-560-8689

Payment taken by: \_\_\_\_\_  
Date: \_\_\_\_\_

**DETAILED DRAWING OF IMPROVEMENT AND LOCATION ON PROPERTY MUST BE PROVIDED ON BACK OF THIS FORM. SIDEWALKS MUST MEET THE REQUIREMENTS OF THE ATKINS SIDEWALK ORDINANCES**

## SITE PLAN

Show street name (s), Building distance from lot lines and distance between other buildings on the lot, if any. Indicate which direction is North. Engineering drawings attached or emailed is acceptable.

A large, empty rectangular box with a thin black border, intended for the site plan drawing. The box is currently blank.