



Fence Permit Application

Email application to: bi@wdm.iowa.gov

(Effective 7-1-24 through 6-30-25)

Development Services / Building Division
4200 Mills Civic Parkway Suite 1D
515-222-3630 fax 515-273-0602

Project Address: _____

Fence Type: Wood Chainlink Metal PVC\plastic Other _____

Fence Height: 4' 6' (maximum) Describe other: _____

Property Type: Single Family Townhome Multi-Family Commercial
(Multi-family and Commercial Fences require Planning approval)

Application Items Required:

- 1) This **Permit Checklist** form completed and signed.
- 2) A completed **Building Permit Application** (Page 2 of this packet)
- 3) A **Site plan** or **aerial photo** showing all buildings, lot lines, new & existing fence locations, and swimming pool location, if applicable. The aerial view from the County or on-line websites works excellent for showing proposed fence locations and is preferred in lieu of a site plan.
- 4) **Permit Fee: \$45**

- Iowa State Law requires that you notify **Iowa One Call** before digging.
Call "811" or 1-800-292-8989 or go to www.iowaonecall.com
- Refer to the separate "**Fence Design and Information Handout**" for questions about location and construction requirements.
- Confirming property lines, buried utilities, easements, restrictive covenants, or association requirements are strictly the responsibility of the Property Owner and/or Contractor.
- It is advised to place the fence on the property line to avoid property line disputes later.
- If two or more fences will be joined structurally, consult with your neighbor\owner of the existing fence.

Applicant: **X** _____ Date: _____



Building Permit Application

4200 Mills Civic Parkway Suite 1D West Des Moines, Iowa 50265 Phone: 515-222-3630

Email Applications to: bi@wdm.iowa.gov Effective 7/1/2024-6/30/25

Incomplete applications or plan submittal packets will delay plan review and permit approval.

Project Address: _____ **Suite\Unit #** _____ **WDM, IA 5026** _____

Plat Name (City can help find this information): _____ Lot #: _____ Zoning: _____

Description of Project: _____

Is this project for an existing Single Family\Townhome property? Yes: ___ No: ___ If yes, is it owner occupied? Yes: ___ No: ___

Project Schedule and/or Approximate Completion Date: _____

Total Valuation of the Work for this Project (Do not include land costs): \$ _____

Commercial & Multifamily project square footage: _____ Shell Building Sq. ft. (if applicable): _____

Single Family and Town Home project square footage for 1st and 2nd floor: _____ Garage: _____

Basement Finished area: _____ Unfinished Basement area: _____ Deck: _____

Enclosed Deck or Porch (with windows and walls): _____ Roof Covered Deck or Porch: _____

Demolition Projects: Building Structure Only? Yes: ___ No: ___ Grading land? Yes: ___ No: ___ Clearing trees? Yes: ___ No: ___

Property Owner: _____

Street Address _____ City/State/Zip _____

Email: _____ Phone # (_____) _____

Contractor (if different than the property owner): _____

Street Address _____ City/State/Zip _____

Email: _____ Phone # (_____) _____

Architect/Engineer (if applicable): _____

Street Address _____ City/State/Zip _____

Email: _____ Phone # (_____) _____

Applicant Print Name _____ Phone # (_____) _____

Applicant's Email _____

Applicants, owners, and contractors submitting this application agree to comply with City Ordinances regulating building construction, accessibility and energy, including applicable State and Federal Laws.

* Separate Electrical, Mechanical, & Plumbing permits are required (The Contractor shall be licensed by the State of Iowa).

* Permits will expire if the work is not started within 6 months, or if the applicant does not schedule an inspection for 6 months.

* Permits may also expire if the project schedule or completion date is not met (Extensions may be granted by the Building Official).

* It is the applicant, owner, & contractor's responsibility to comply with restrictive covenants, easements, and to locate property lines.

Office Use Only: Received by: _____ Date: _____ Reviewed by: _____ Date: _____

City calculated valuation: \$ _____ Permit Fee: \$ _____

Fee Receipt No: _____ Date: _____ Permit #: _____

Site Plan – Required

An aerial view from the county or on-line website works well for showing proposed project locations and is acceptable in lieu of a drawn site plan.

You *must* show these items:

- ❖ the proposed alteration *i.e.*: addition, deck, porch, pool, fence.
- ❖ Address including streets and street names.
- ❖ Property Lines and dimensions of the property.
- ❖ Setbacks: the distance to the property lines (front, rear & sideyards) of the proposed alteration or existing buildings.
- ❖ North directional arrow.

Address: _____

