



**DEPARTMENT OF COMMUNITY DEVELOPMENT**  
**LAND USE PERMIT APPLICATION**

**City of Cedar Falls**  
**220 Clay Street**  
**Cedar Falls, Iowa 50613**

**General Information:** Applications for developing a property, either by new construction or additions, within the City of Cedar Falls will be considered when all required documents and fees are submitted. Land Use approvals for smaller projects - see examples below - typically take a few days. Projects of this size must complete the Land Use Application. Applications are reviewed by city staff.

Examples of smaller projects (this list is not all inclusive):

- New single-family or duplex construction
- New deck to the back of a home
- Expansion of a house or attached garage
- New driveway, expansion of existing driveway, or paving parking
- Construction of a shed, detached garage, or any detached structure
- Addition of a fence on the property
- Construction of a swimming pool
- Raising backyard poultry
- Placing an antenna on an existing building /tower

**All multi-family and commercial projects must submit through the Site Plan review process.**

Note: In addition to a Land Use Permit, a **SWPPP (prior to new home construction) and Building Permit are also required** before a property can be developed. For more information, contact the City's Building and Engineering Divisions by calling (319) 268-5161. **All Contractors must be registered with INRCOG and in the city's system.**

**Deadline:** A Land Use Application can be submitted at any time.

**Checklist for a Complete Submittal:**

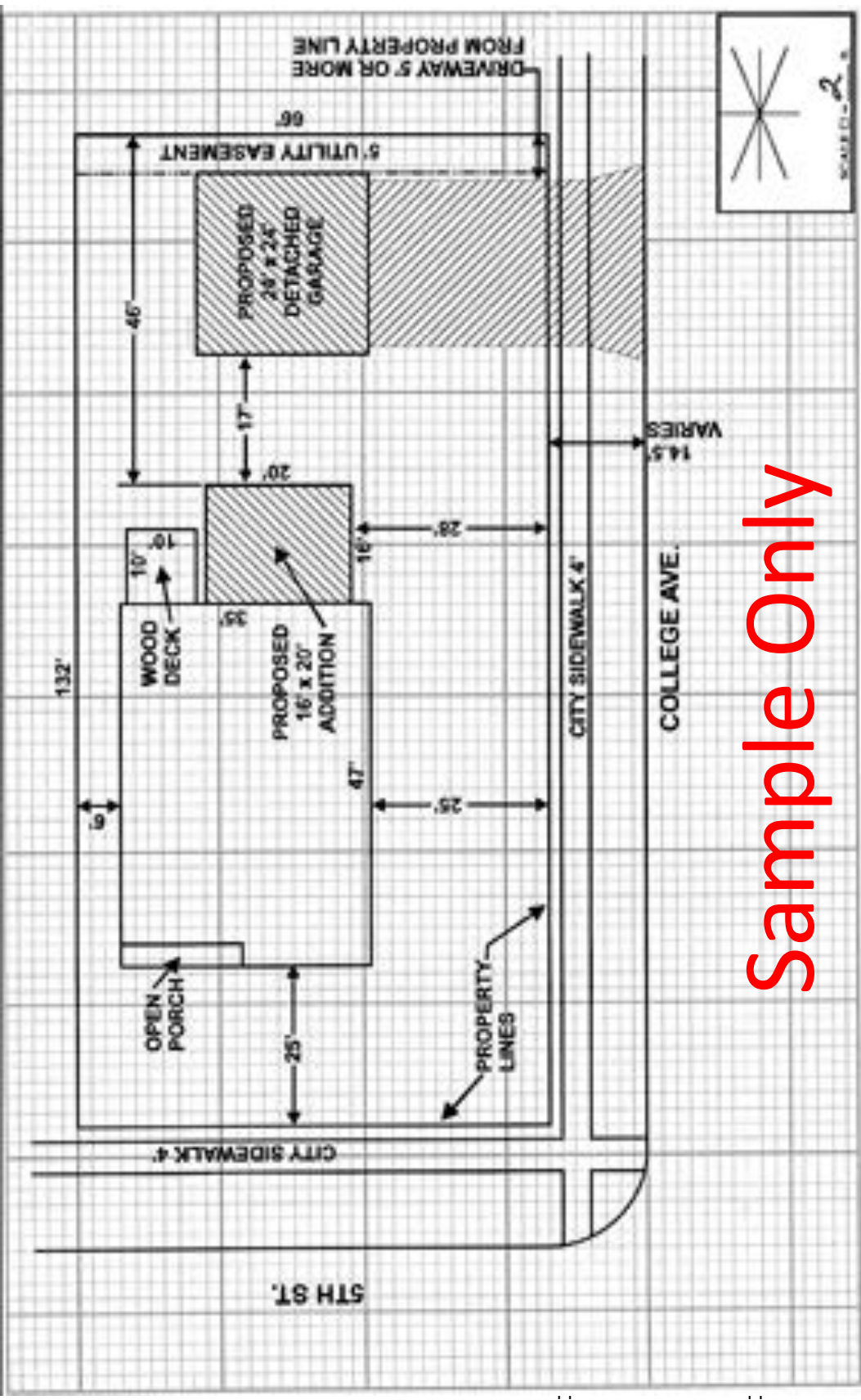
- Nonrefundable fee: \$35
- Completed Land Use Property Sketch, see the back of this sheet for an example (clearly label and cross-hatch your proposed construction, including driveway(s) and sidewalk(s), indicating the dimensions and use)
- Land Use Property Sketch for poultry permits should include dimension to adjacent dwelling units and to the side and rear yards of subject property.
- Floodplain elevation certificate, if applicable
- Sketch showing direction of water flow for any new pavement
- Low water entry point, for walk-out basements and detached garages

**Land Use Property Sketch – City of Cedar Falls, Iowa**

IF RESIDENTIAL:  Owner Occupied  New Rental  Registered Rental  
 1. ZONING R-1  
 2. PRINCIPLE USE Residential  
 3. LOT AREA 8772 sqft  
 4. BUILDING HEIGHT Garage 13ft  
 5. EASMENTS East 5ft

Description of proposed work & use: Addition and detached garage  
 Address of proposed construction: 1234 5<sup>th</sup> Street

OWNER NAME John Doe ADDRESS 1234 5<sup>th</sup> Street CITY Cedar Falls PHONE 123-4567  
 CONTRACTOR NAME Same as owner ADDRESS CITY PHONE



Sample Only

# Land Use Property Sketch – City of Cedar Falls, Iowa

IF RESIDENTIAL: \_\_\_ Owner Occupied \_\_\_ New Rental \_\_\_ Registered Rental

1. ZONING \_\_\_\_\_
2. PRINCIPLE USE \_\_\_\_\_
3. LOT AREA \_\_\_\_\_
4. BUILDING HEIGHT \_\_\_\_\_
5. EASMENTS \_\_\_\_\_

Description of proposed work & use: \_\_\_\_\_  
 Address of proposed construction: \_\_\_\_\_

**OWNER**

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ PHONE \_\_\_\_\_

**CONTRACTOR**

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ PHONE \_\_\_\_\_

