

# NOTICE TO APPLICANTS

Prior to returning the application for a building permit please do the following:

- Contact **Siouxland District Health Department** about sewage system and well regulations and permits. They can be reached at 279-6119; 1014 Nebraska St., Sioux City.
- Setbacks and regulations vary from one zoning district to another. To help determine your parcel's zoning designation, please go to the Woodbury County website: **www.woodburycountyiowa.gov**  
Go to Real Estate Map. Search by Name, Address or Parcel Number. When you have your parcel up, click map, then County Zoning (scroll down the list on the far left). The zoning will be the two letters listed over the parcel. Please contact us at **Community & Economic Development**, 279-6609 if you need assistance.

## **LOCATING THE EDGE OF THE ROAD RIGHT-OF-WAY**

- Call the **Woodbury County Engineer's Office**, 279-6484 in the Sioux City area, or (712) 873-3215 with the legal description to obtain this information. The Community & Economic Development Department cannot advise of right-of-way location.
- Show the width of the right-of-way on the site-plan drawing for building permit. This width, obtained from the County Engineer, is to be from the center of the road toward your property. This area called road right-of-way, is the easement or fee title purchased by the state or the county for roadways, road maintenance, road improvements, and for other reasons. The setbacks required by the Zoning Ordinance are measurements to be added to the right-of-way width and does not include the right-of-way.

Negligence in locating the correct edge of the right-of-way can be extremely costly to the property owner. Please keep in mind -

The right-of-way is NOT the center of the road.

The right-of-way is NOT the edge of the road.

The right-of-way is NOT necessarily the fence line.

Your right-of-way location may NOT be the same as your neighbor's; and it may NOT be the entire width across your entire parcel.

- Call the **Woodbury County Engineer's Office**, 279-6484 in the Sioux City area, or (712) 873-3215 for information regarding installation of driveways/entrances.

The property owner is responsible and liable for locating the correct edge of the road right-of-way and all other property lines, and for showing correct measurements on the site-plan for a building permit.

- Only after the site-plan is submitted for approval can the zoning staff advise if your construction will comply with zoning regulations. Please be sure to include dimensions, including building height, on your site plan.
- Verbal information is NOT approval to proceed. You are required to apply, include the applicable fee, and obtain an approved permit prior to beginning any type of construction in Woodbury County.