

Property Maintenance Permit

Approval of this application gives permission to the owner of a parcel of property the opportunity to maintain their property in accordance to the City of Waverly's Weed Ordinance (Code Section 64). If this application is approved, a permit number will be issued with a copy of the Ordinance and examples of allowable property maintenance.

PROPERTY ADDRESS: _____ Owner Occupied: ____ Rental: ____		
APPLICANT (IF DIFFERENT FROM OWNER): _____		
PHONE: _____		EMAIL: _____
PROPERTY OWNER: _____		PHONE: _____
ADDRESS: _____		EMAIL: _____
CURRENT PROPERTY USE *Mark all that apply <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Agricultural <input type="checkbox"/> Single Family Residential <input type="checkbox"/> Two-Family Residential <input type="checkbox"/> Multi-Family Residential </div> <div style="width: 48%;"> <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Undeveloped <input type="checkbox"/> Drainage Basing/Park Land </div> </div>	Zoning District: _____	REQUESTED TIER LEVEL <input type="checkbox"/> Tier 1 <input type="checkbox"/> Tier 2 <input type="checkbox"/> Tier 3 (Requires approval from Leisure Services)
OWNER SIGNATURE: _____ DATE: _____		
APPLICANT SIGNATURE: _____ DATE: _____		
FOR OFFICE USE ONLY		
Comments: _____ _____ _____		
Leisure Services Approval: _____		
Zoning Approval: _____		
Date Received: _____ Date Approved by Leisure Services: _____ Date Approved by Zoning: _____		
Permit No.: _____ New: ____ Renewal: ____ Previous Violations: _____ Expiration Date: _____		
SEE REVERSE SIDE FOR PERMIT APPLICATION REQUIREMENTS		

PERMIT APPLICATION REQUIREMENTS

General Regulations:

- Properties must be kept free of noxious weeds as defined by Section 64.
- Property owners must maintain a five (5) foot buffer area between abutting properties. This buffer area shall be maintained as a Tier 1 property.
- Approved Permits shall be valid for three calendar years.
- Properties found to have an active nuisance and the property owner does not abate the nuisance as directed by the City shall not receive a Tier 2 or Tier 3 permit for one (1) calendar year.
- All front yards must be maintained to Tier 1 requirements.

Permit Requirements:

- Site Plan showing what portion of the property will be maintained as Tier 2 or Tier 3.
- Tier 3 permits must submit a management plan for review by the Leisure Services Director or his/her designee.
- Any native grasses, wildflowers, non-noxious weeds that will be seeded and managed on the property shall be stated in the submitted management plan.
- New subdivisions may designate retention/detention areas and/or park and open spaces as Tier 2 or Tier 3.

***Please also submit any detailed plans including site plans, grass and/or flower type(s), or any other plans necessary for the review of your permit application.**

It is the applicant's responsibility to maintain property setbacks to ensure the proper buffer areas are recognized.

Tier 2 and Tier 3 Examples



Kiwanis
Prairie
and
Coneflowers



Wildflowers and
Prairie Sub Station
Detention



Rolling Hills
Waterway

Prairie Grass Area
by SE Elementary



If you have any questions regarding the Property Maintenance Permit Application please contact Paige Yoder, Zoning Administrator at 319-352-9208 or pyoder@waverlyia.com