



200 First St. NE, PO Box 616  
Waverly, IA 50677  
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(319) 352-9208

### 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: \_\_\_\_\_

<b>CURRENT PROPERTY USE</b> *Mark all that apply <input type="checkbox"/> Agricultural <input type="checkbox"/> Commercial <input type="checkbox"/> Single Family Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Two-Family Residential <input type="checkbox"/> Undeveloped <input type="checkbox"/> Multi-Family Residential <input type="checkbox"/> Drainage Basing/Park Land	<b>Zoning District:</b> _____	<b>REQUESTED TIER LEVEL</b> <input type="checkbox"/> Tier 2 <input type="checkbox"/> Tier 3
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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



Prairie Grass Area  
by SE Elementary



Rolling Hills  
Waterway

