

# **CITY OF LYONS**

## **BUILDING PERMIT PROCESS**

- 1. Property must be owned by the applicant or the applicant must have a letter from the owner giving permission to file the application for a building permit.**
- 2. Applicant must have septic approval from Linn County Environmental Health before submitting the application.**
- 3. Applicant applies in person at City Hall with 3 sets of plans which must include site plan and complete construction information.**
- 4. Application is mailed or hand-carried to Linn County Building Department for review.**
- 5. After plans are approved and the fees assessed, the application is sent back to City Hall.**
- 6. Applicant is notified, fees are paid, and the building permit and inspection cards are issued at City Hall.**