

Permit No. _____

Camera No. _____

**CITY OF OSAWATOMIE, KANSAS
BUILDING PERMIT APPLICATION**

Applications Will Not Be Processed Until All Requested Information Has Been Provided

Job Address _____

Owner Name _____ Phone Number _____

Type New Addition Remodel of Existing Tenant Finish Grading Only HVAC Only Electrical Only
 Plumbing Only Footing/Foundation Only Fence Other _____

Description _____

Contractor	Contractor Name	License Number	Contact Number
General/Bullder	_____	_____	_____
Electrical	_____	_____	_____
Plumbing	_____	_____	_____
Mechanical	_____	_____	_____
Foundation	_____	_____	_____
Other	_____	_____	_____

Use _____ Single Story Multi-Story Fire Sprinklers? Yes No

Square Footage 1st Floor _____ 2nd Floor _____ Basement _____ Other _____
Garage _____ Decks/Covered Porch _____ TOTAL SQ. FT. _____

Setbacks Provided _____ Street Yard _____ Side Yard _____ Side Yard _____ Rear Yard

Utilities City Water Rural Water City Sewer Septic Estimated Construction Value \$ _____

STAFF USE ONLY

Zoning District _____ Setbacks Required _____ Street Yard _____ Side Yard _____ Side Yard _____ Rear Yard

Sidewalk Required? Yes No Landscaping Escrow Required? Yes No Amount \$ _____

Zoning Administrator Signature _____ Date _____

City Application Requirements:

Plot Plan – 2 copies Residential Building Plans – 2 copies Commercial Building Plans – 5 copies Right-of-way Permit
 Contractor Licenses Verified

Community Growth Area? Yes No Septic Permit No. _____ Highway Entrance Permit No. _____

I hereby affirm that the above statements are true and correct and also agree to comply with all provisions of the building code and other applicable ordinances or laws.

Applicant Signature _____ Date _____

Permission for described work is granted by:

Building Inspector Signature _____ Date _____

Office: 913-755-6980 or FAX 913-755-4164

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT STARTED WITHIN 180 DAYS, OR IF WORK OR CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS STARTED. PERMITS SHALL BE RENEWED ANNUALLY. DEMOLITION MUST BE COMPLETED WITHIN 90 DAYS.

Fees	
Building	
Plumbing	
Mechanical	
Electrical	
Water	
Sewer	
Other	
Re Roof	
Plan Review	
Penalty	
Total	

*CITY OF OSAWATOMIE, KANSAS
BUILDING INSPECTION DEPARTMENT*

**REQUIRED INFORMATION TO OBTAIN
A BUILDING PERMIT**

Note: If the value of your improvement increases the County Assessed Value of the property by \$10,000.00 or more, you may be eligible for a Property Tax Rebate. Check with the County Appraiser PRIOR to construction for more details. (In City Limits Only)

If you are submitting plans for a new house, garage, carport, storage building, deck, porch or agricultural building the following information is required before a plan review is started and a permit can be issued.

If you are remodeling the following information is also required when applicable. In all cases the building official shall decide which information is necessary for a proper plan review.

1. Site Plan: The site plan needs to show the size and location of new construction and existing structures on the site and distances from lot lines.
2. Blueprints: Prints do not have to be drawn in all cases by a registered design professional. However, if the owner or contractor draws the plan they must be at a scale of 1/4" per ft. Construction documents must be drawn upon suitable material. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail all phases and elements of proposed work. Two copies are required.

When the plans are examined and they comply, a permit will be issued. If plans are found not to conform to the requirements and pertinent laws, the building official shall reject such application in writing, stating the reasons(s). Any questions concerning permits or codes should be directed to the building official.

It is the responsibility of every person who performs work for the installation or repair of building, structure, electrical, gas, mechanical or plumbing systems for which the code is applicable to comply with the code.

Depending on the permit applied for, it will take 1-5 days for the original plan review. The only permits that can possibly go out the same day are 1) roofing tear offs, 2) H.V.A.C. replacements (depending on the location and type), and 3) water heater replacements (depending on the location and type).

It shall be the duty of the permit holder or their agent to notify the building official that such work is ready for inspection. It shall be the duty of the person requiring any inspections required to provide access to and means for inspection of such work.

Building Official Inspections: 755-6980 or Fax 755-4164

ONLINE: osawatomie.org under DEPARTMENTS (Building, Planning & Zoning)