



CITY OF BELTON

506 Main - P.O. Box 230
Belton, MO 64012

816 331-4331 Phone
816 322-4620 Fax

Building Permit Submittal Requirements Residential Garage Attached & Detached



- ❖ A copy of an original plot plan drawn by a registered surveyor from the State of Missouri complying, in all aspects, with the requirements outlined in the Plot Plan Requirements Checklist (available at City Hall) should be submitted with the building permit application.
- ❖ A completed four-part building permit application **typed or neatly printed**, with a listing of all subcontractors.
- ❖ All subcontractors **must** have a current occupation license with the City before a building permit will be issued. The subcontractor's name should be listed on the building permit application exactly as it is on the occupation license.
- ❖ A Right-of-Way (ROW) permit application and a list of subcontractors working in the ROW. All person and subcontractors working in the ROW must submit the required cash and maintenance bonds before the permit will be issued.
- ❖ The permit fee is based on the square footage of the garage.
- ❖ The garage shall not be any larger than 800 square feet or 5% of the lot area; whichever is greater.
- ❖ The garage shall be constructed of building material compatible with the main structure.
- ❖ Detached garage must be a minimum of five-feet from any property line and 10-feet from any structure on the property.
- ❖ The driveway must be a hard paved surface.

The plan review process may take a few days. The plans examiner will notify you when the building permit is ready for pick up or if there are issues delaying permit approval.

Please direct questions regarding residential garage permit applications
to the Inspection Department at Belton City Hall, (816) 331-4331.