



# BUILDING PERMIT APPLICATION

## PROJECT & APPLICANT INFORMATION

<b>DATE:</b>	<b>PHONE:</b>	<b>EMAIL:</b>
<b>APPLICANT:</b>		<b>SIGNATURE:</b>
<b>APPLICANT ADDRESS:</b>		
<b>LOCATION OF WORK:</b>		
<b>LOT #:</b>	<b>BLOCK:</b>	<b>SUBDIVISION:</b>
<b>DESCRIPTION:</b>		<b>TOTAL PROJECT VALUE: \$</b>

**PAYMENT METHOD:**  CASH OR CHECK  ONLINE CREDIT CARD PAYMENT – MasterCard, Visa, or Discover (Fees Apply)

## CONTRACTOR INFORMATION (a business license is required for all contractors/subcontractors prior to approval)

Please list all applicable contacts for the project:

GENERAL CONTRACTOR	
Name:	
Address:	
Email:	Phone:

EXCAVATION	
Name:	
Address:	
Email:	Phone:

FOUNDATION	
Name:	
Address:	
Email:	Phone:

STEEL ERECTION	
Name:	
Address:	
Email:	Phone:

PLUMBING	
Name:	
Address:	
Email:	Phone:

SEWER / WATER	
Name:	
Address:	
Email:	Phone:

ELECTRICAL	
Name:	
Address:	
Email:	Phone:

HVAC	
Name:	
Address:	
Email:	Phone:

INSULATION	
Name:	
Address:	
Email:	Phone:

ROOFING	
Name:	
Address:	
Email:	Phone:

SIDEWALK / DRIVEWAY	
Name:	
Address:	
Email:	Phone:

OTHER	
Name:	
Address:	
Email:	Phone:

**THE GENERAL AND ALL SUB-CONTRACTORS ARE REQUIRED TO BE LICENSED BY THE CITY OF BELTON BEFORE THE PERMIT WILL BE ISSUED. ALL STRUCTURES MUST CONFORM TO THE CURRENT ADOPTED CODES AND ZONING ORDINANCES.**

**\*ATTACH A LIST OF ANY SUBCONTRACTORS NOT LISTED ABOVE\***

New construction may be subject to a Street Impact Fee. Other fees that may apply include: Building Permit, Right of Way Permit, Water Tap, Sewer Tap, Water Deposit, Water & Sewer Connection Fee.

**CHECK ALL THAT APPLY:**

**Project type**

- COMMERCIAL**
- RESIDENTIAL**
- MANUFACTURED HOME**

**Permit Type**

- NEW CONSTRUCTION**
- REPAIR/REMODEL**
- ADDITION**
- ACCESSORY**

**Work Type**

- ELECTRICAL**
- PLUMBING**
- HVAC**
- SOLAR**
- DECK**
- POOL**
- RE-ROOF**
- SHED, GARAGE, ADU, OR MISC. ACCESSORY**
- DEMOLITION**
- FENCE**

**NEW CONSTRUCTION OR TENANT FINISH ONLY**

CONSTRUCTION TYPE:	OCCUPANCY CLASS:	OCCUPANCY LOAD:	
SQUARE FOOTAGE: 1 <sup>ST</sup> FLOOR:	2 <sup>ND</sup> FLOOR:	3 <sup>RD</sup> FLOOR:	TOTAL:

**ACCESSORY STRUCTURES ONLY**

**PERMIT APPLICATIONS FOR SHEDS, DECKS, AND ACCESSORY STRUCTURES MUST INCLUDE A DRAWING OF THE LOT AND INDICATE THE LOCATION OF THE PRIMARY STRUCTURE AND THE PROPOSED DISTANCE FROM PROPERTY LINES. IF THE APPLICATION IS FOR A SHED OR ACCESSORY DWELLING UNIT, ALSO INDICATE THE DISTANCE FROM THE HOUSE.**

**FENCES**

FENCE MATERIAL:	FENCE HEIGHT (FEET):	LOCATION OF FENCE:
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**PERMIT APPLICATIONS FOR FENCES MUST INCLUDE A PLOT PLAN SHOWING FENCE DETAILS & LOCATION OF FENCE ON PROPERTY.**

Please email all permit applications to [mrust@belton.org](mailto:mrust@belton.org) or drop them off at 520 Main St, Belton, MO, 64102.

The applicant warrants the truthfulness of the information in this application, and if any information provided is incorrect, the Building Permit may be revoked. Furthermore, if the permit is issued wrongfully, whether based on misinformation on an improper application of the code, the Building Permit may be revoked. The signatory affirms that he/she is the owner of the subject property or is authorized by the property owner to perform the construction activities described in this application on behalf of the property owner.