



## COMMERCIAL BUILDING PERMIT APPLICATION

Applications Will Not Be Processed Until All Requested Information Has Been Provided  
131 W. 5th Ave. Garnett, Ks 66032  
Ph: 785-448-5496 Fax: 785-448-5555

Construction Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Has the Zoning Application, if required, been approved?  Yes  No

Note: Building permit will not be approved until the zoning permit has been approved.

Type:  New  Addition  Remodel  Outbuilding  Driveway/sidewalk  Other  
Description: \_\_\_\_\_

Contractor Contractor Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

General/Builder: \_\_\_\_\_

Electrical \_\_\_\_\_

Plumbing \_\_\_\_\_

Mechanical \_\_\_\_\_

Concrete \_\_\_\_\_

Architect: \_\_\_\_\_

Engineer: \_\_\_\_\_

Total Square footage: \_\_\_\_\_

Will there be any excavation in a public right-of-way?  Yes  No

Will there be any demolition?  Yes  No

Estimated Completion Date:     /     /

Your application may be considered incomplete and returned for any missing information.

Please remember that City staff has a minimum of 30 days to approve or deny your application.

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

Applicant Signature \_\_\_\_\_

Signature also required on reverse side

Date \_\_\_\_\_

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 HAS COMMENCED. THIS PERMIT IS FOR A 1-YEAR COMPLETION DATE UNLESS OTHERWISE SPECIFIED, IF PROJECT EXCEEDS THAT TIME THEN A \$200.00 FEE FOR A CONTINUANCE PERMIT IS REQUIRED.

Permit fees as calculated by the Building & Codes Department are \$ \_\_\_\_\_

Permit approved by Building Official: \_\_\_\_\_ Date: \_\_\_\_\_

Note reverse side.

# Commercial Building Permit Application

## Permit Fee Schedule:

**New structures** are calculated at the rate of 0.20 per square foot with a minimum fee of \$200.00. This permit fee will include the cost of the plumbing, mechanical, and electrical permits. This does not include plan review fees if applicable.

**Remodeled Structures** are calculated at the rate of 0.10 per square foot with a minimum fee of \$100.00. This permit fee will include the cost of the plumbing, mechanical, and electrical permits.

**Garages and outbuildings** are \$50.00. Any plumbing, mechanical, and electrical permits that may be needed are **NOT** included with the garage and outbuilding fee. There is an extra fee of \$10.00 each for plumbing, mechanical, and electrical permits.

**Plan Review** expenses shall be the obligation of the permit applicant or the applicant's design professional when it is determined by the Building Official that outside plan review is needed. Applicants will be promptly notified if plan review surcharges apply.

**Sidewalks and driveways** require a permit but there is no charge for the permit.

**No construction** phase is allowed to begin before the plans have been approved.

**FOR ALL PERMITS ISSUED**, an inspection is required for each phase of construction, alteration, or repair. Each inspection shall be completed before the next phase begins. 24-hour notice is required for inspections. Every attempt will be made by the City to make inspections within 24 hours of a notice to inspect on regular working days. After hours or weekend non-emergency inspections will be charged a fee of \$50.00.

Inspections\* Shall Be Made At The Following Times.

Footing inspection\*\* (Only approved material shall support steel)

Foundation inspection\*\*

Flat work inspection\*\* (Only approved material shall support steel)

Framing will be inspected before interior walls & ceilings are covered.

Utility inspections:

Electric: Inspected before any wiring is covered.

Water lines: Tested & inspected before being covered.

Gas lines: Tested & inspected before being covered.

Sewer lines: Tested & inspected before being covered.

Mechanical: Inspected before being covered.

In addition to the listed inspections, the inspector may make random inspections.

Final inspection. A Certificate of Occupancy will be issued after structure is approved.

**NOTE:** 1. A City of Garnett official shall make all inspections unless other provisions for inspection are approved, in advance, by City Staff. 2. Utility tap fees are not included in the permit fee. 3. A site/floor plan is required with all building permits.

I have read, understand, & agree to comply with the aforementioned inspection requirements.

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Applicant Signature Required

Date

ALWAYS CALL 811 BEFORE DIGGING

\* It is the responsibility of the permit holder and /or contractor to call for inspections.

\*\* Inspection shall be made before concrete is poured.