

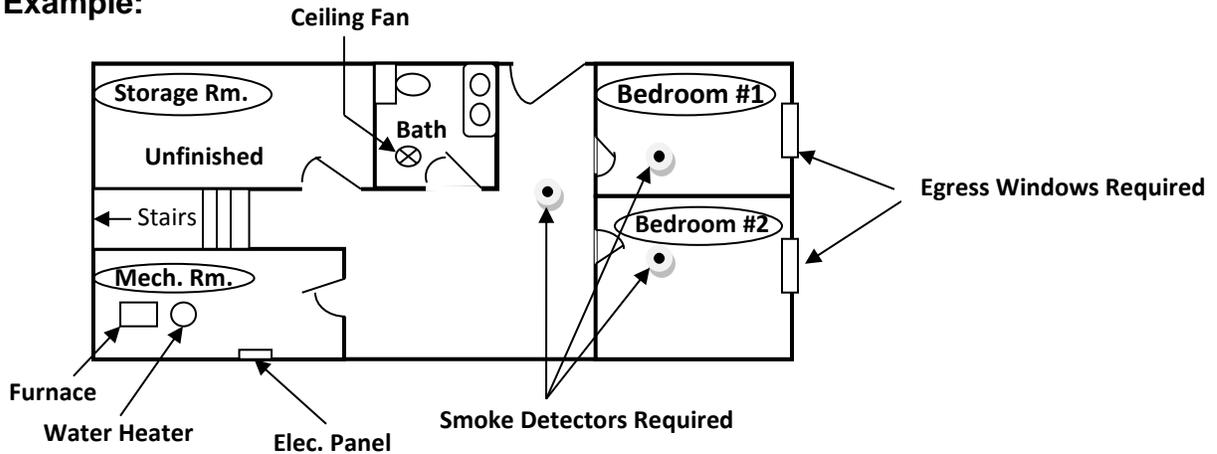
Scope of Work:

Basement Finish

Floor Plan

1. What is the total square footage of the area to be remodeled? _____ sq. ft.
2. Submit a floor plan of the basement remodel area and label all rooms, finished and unfinished areas and show all new additions. (If an addition is planned, please submit a site plan). The floor plan does not have to be drawn to scale.

Example:



Bedrooms

1. Will there be a bedroom(s) included as part of this basement finish? Yes ___ No ___
2. If bedrooms are included, smoke detectors are required in each bedroom and immediately outside each bedroom (within 5 feet). The smoke detectors are required to be interconnected with all smoke detectors in the house. (Sec. R314.3/2012 International Residential Code) **Show location of smoke detectors on floor plan.**
3. If bedrooms are included, at least one egress window is required in each bedroom. An egress window must be a min. of 5 square feet in the open position and no higher than 44 inches from window sill to floor level. (Sec. R310/2012 International Residential Code) **Show location of windows on floor plan.**
4. If bedrooms are included, does the egress window in any of the bedrooms have a window well on the outside? Yes ___ No ___ N/A ___

Electrical

1. Are you adding breakers (additional circuits) to the electric panel in the basement? Yes ___ No ___
Show location of electric panel on floor plan.
2. Are you replacing an old electric panel with a new one? Yes ___ No ___
3. Are you adding an electric sub-panel as part of the basement finish? Yes ___ No ___
4. If you are adding an electric sub-panel, what is the amperage of the sub-panel? _____ amps.
N/A _____
5. Are you adding additional circuits (wiring) as part of the basement finish? Yes ___ No ___
6. If you are adding additional circuits, how many? _____ N/A _____
7. Are you adding new receptacles in the basement? Yes ___ No ___ **Show locations of receptacles on floor plan.**
8. Are you adding additional lighting fixtures in the area to be finished? Yes ___ No ___ **Show location of additional lighting and/or fixtures on floor plan.**
9. Are you installing a mechanical ventilation fan in a bathroom? Yes ___ No ___ N/A ___ (Note: If there is no window in the bathroom, mechanical ventilation is required.)
10. If you are installing a mechanical ventilation fan in the bathroom, where will you terminate your vent to the outside? Exterior Wall ___ Roof _____

Plumbing

1. If a bathroom is part of the basement finish, is drain, waste and vent pipe already stubbed in?
Yes ___ No ___ N/A
2. If installing a wet bar or other fixture as part of the basement finish, is drain pipe ventilation already in place? Yes ___ No ___ N/A _____
3. Besides a bathroom, are any other plumbing fixtures to be added to the finished area?
Yes ___ No ___ N/A _____

Mechanical

1. Is there a gas- fired furnace and/or water heater in the basement? Yes ___ No ___ **Show location of furnace and water heater on floor plan.**
2. Will any other HVAC equipment be added to the area to be finished (duct work, baseboard heater, etc.)? Yes _____ No _____

Framing

1. If adding new walls, what are the size of the new wall studs: ___ inches x ___ inches N/A ___
2. If adding new walls, what is the spacing of the new wall studs: ___ inches on center. N/A ___
3. Will walls be framed in and a door installed to enclose the area underneath the stairs leading to the main floor? Yes ___ No ___
4. Will any part of the ceiling be framed in to cover ductwork, structural beams, etc. (fir-down)?
Yes ___ No ___ (Note: The minimum required headroom clearance is 6 ft., 8 inches.)

Zoning

1. How many bedrooms does the house currently contain? _____
2. How many bedrooms will the house contain after the basement finish is completed? _____
3. How wide is the driveway? _____ feet
4. How many cars can be parked inside the garage or carport? _____ N/A _____



BUILDING PERMIT APPLICATION

Single Family – Duplex

City of Warrensburg, 102 S. Holden St., Warrensburg, MO 64093
Phone: 660-747-9135 Fax: 660-747-2349 www.warrensburg-mo.com

Date: _____ Permit # _____ Construction Value: \$ _____

Construction Address: _____

IF NEW CONSTRUCTION: Subdivision: _____ Lot: _____ Zoning: _____

APPLICANT/CONTACT INFORMATION **GENERAL CONTRACTOR INFORMATION**

Owner Contractor Tenant Other _____

Name: _____

Mailing Address _____

City, State, Zip: _____

Phone: _____ Cell: _____

Fax: _____

Email: _____

mark or click here if you would like to receive code updates
and Information via email from the department

Does owner live at this address? Yes No

Same as Applicant

Merchant License #: _____

Company Name: _____

Mailing Address: _____

City, State & Zip: _____

Phone: _____ Cell: _____

Fax: _____

OWNER INFORMATION: Same as Applicant

Name: _____

Phone: _____ Cell: _____

PERMIT TYPE (Please check all that apply)

- New Single Family
- New Duplex
- Basement Finish
- Interior Remodel
- Addition
- OTHER _____
- Electrical Upgrade
- Foundation Repair
- Repair/Replacement
- Reroof – Type of Roof _____
- Deck
- Pool
- Shed/Accessory Bld.
- Garage
- Carport

PROJECT INFORMATION FOR NEW CONSTRUCTION

Lot size in Sq. Feet: _____

Structure To Be: _____ Ft. Wide _____ Ft. High _____ Ft. Long

Total Sq. Feet Of Garage: _____

Total Sq. Feet Of Basement: _____

Total Finished Floor Above Grade: _____

Of Bedrooms Per Unit: _____

Of Stories: _____

Basement Is To Be: Finished Unfinished

Will new House or Duplex have a deck? Yes No

Is this site located in the 100 year floodplain? Yes No

Is foundation or any part of foundation, to be placed on engineered fill? Yes No

SUBCONTRACTORS	NAME	PHONE	MERCHANT LICENSE #
**Electrical	_____	_____	_____
**Plumbing	_____	_____	_____
Mechanical	_____	_____	_____
Concrete	_____	_____	_____
Framing	_____	_____	_____
Roofing	_____	_____	_____

***Must be able to provide proof of completion of Block Test or Trade License for town of similar size.*

LAND DISTURBANCE PERMIT

When soil is disturbed on a construction site, a land disturbance permit is required to be issued along with the building permit. If your project will disturb the soils on the site, please complete and return the attached Land Disturbance Permit Application with the building permit application.

PERMIT FEES FOR NOT FOR PROFIT CORPORATIONS

In October 2012, City Council approved the waiving of building permit, zoning, and public works fees for construction projects on property owned by any political subdivision or organization that has obtained an exemption from the payment of federal income taxes as provided in certain sections of the US Internal Revenue Code. If you are a tax exempt entity, please provide a copy of your tax exempt letter to see if you qualify to have your permit fees waived.

BUILDING PLANS

Please submit two sets of the site/civil plans & building plans. One set will be returned to you at the time the permit is issued.

RIGHT OF ENTRY:

In the discharge of his/her duties, the Code Official or his/her designated representative shall have the authority to enter at any reasonable hour any building, structure or premise in this jurisdiction to enforce the provisions of the building codes adopted by the city of Warrensburg.

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make the application as his/her authorized agent and we agree to conform to all applicable laws of this jurisdiction.

 APPLICANT NAME (PLEASE PRINT) ADDRESS OF APPLICANT _____

 SIGNATURE OF APPLICANT _____

FOR OFFICE USE ONLY

NEW CONSTRUCTION FEES WILL BE CALCULATED AS FOLLOWS:

	Finished Floor Area Above Grade	Garage Area	Basement
Gross Area	_____	_____	_____
X Cost per Sq. Ft.	\$ _____	\$ _____	\$ _____
X Permit Fee Modifier	_____	_____	_____
=	\$ _____	\$ _____	\$ _____
BUILDING PERMIT FEE	\$ _____		
LAND DISTURBANCE PERMIT FEE	\$ 0.00		
SIDEWALK PERMIT	\$ _____		
SEWER TAP	\$ _____		
DRIVEWAY PERMIT	\$ _____		
OTHER FEE	\$ _____		
TOTAL	\$ _____		

APPROVED _____
 DATE _____
 BY _____