

# CITY OF HOLTON

## BUILDING PERMIT APPLICATION

*To avoid delay in processing, please provide ALL information*

Date \_\_\_\_\_ Project Street Address \_\_\_\_\_

Legal Description:

Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

General Contractor \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ Alternate \_\_\_\_\_

DESIGNATED CONTACT PERSON \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Alternate \_\_\_\_\_

### TYPE OF WORK:

\_\_\_\_\_ New Construction

\_\_\_\_\_ Building Addition

\_\_\_\_\_ Interior Remodel (occupancy change)

\_\_\_\_\_ Other (please explain)

\_\_\_\_\_

### PROPERTY SERVED BY:

\_\_\_\_\_ Public Sanitary Sewer

\_\_\_\_\_ Septic Tank w/Lateral Field

### ELECTRICAL SERVICE:

\_\_\_\_\_ Overhead

\_\_\_\_\_ Underground

Approximate Number of Square Feet \_\_\_\_\_ Estimated Construction Cost \_\_\_\_\_

*Sketch, Blueprint or Schematic of proposed work must be attached to this application*

THE CITY OF HOLTON REQUIRES BLUEPRINTS OF STRUCTURE, ELECTRIC, WATER AND SEWER REQUIREMENTS FOR ALL COMMERCIAL PROJECTS. PLANS AND BLUEPRINTS REQUIRE 48 HOURS FOR REVIEW

Type of Building: \_\_\_\_\_ Current Use of Building/Property: \_\_\_\_\_  
\_\_\_\_ Principal Building \_\_\_\_\_  
\_\_\_\_ Accessory Building Proposed Use of Building/Property: \_\_\_\_\_  
\_\_\_\_ Other (please explain) \_\_\_\_\_  
\_\_\_\_\_

Is the property on the State or National Register of  
Historic Places or within 500 feet of such a property? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is any part of the property in a designated flood plain? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is there a sewer line adjacent to the property? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is there an electric line adjacent to the property? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is there a water line adjacent to the property? \_\_\_\_\_ Yes \_\_\_\_\_ No

Setback of Proposed Structure/Project:

\_\_\_\_\_ feet from front property line \_\_\_\_\_ feet from rear property line  
\_\_\_\_\_ feet from principal side property line

Structure/Project Size:

Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Other \_\_\_\_\_

Basement: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Finished \_\_\_\_\_ Unfinished

The contractor and/or property owner shall be responsible for location of the structure(s) on the subject property. I hereby certify the information provided to be true and correct and agree to comply with all pertinent City of Holton codes, ordinances and regulations.

X \_\_\_\_\_ X \_\_\_\_\_  
Owner Signature Contractor Signature

X \_\_\_\_\_ X \_\_\_\_\_  
Electrician (Requires City of Holton License) Plumber (Requires City of Holton License)

COMMERCIAL BUILDING PERMIT APPLICATION MUST COMPLETE ATTACHED ADDENDUM

# CITY OF HOLTON

## BUILDING PERMIT ADDENDUM FOR COMMERCIAL STRUCTURES

Project Architect/Engineer \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Business/Development Name: \_\_\_\_\_

Number of Units \_\_\_\_\_ Approximate Lot Square Footage \_\_\_\_\_

Number of Parking Stalls Provided \_\_\_\_\_

### *For City Use Only*

#### CODE ENFORCEMENT INSPECTION AND REVIEW

\_\_\_\_\_ Compliant    \_\_\_\_\_ Non-Compliant    Date of Review \_\_\_\_\_

Comments \_\_\_\_\_

Occupancy \_\_\_\_\_ Type of Construction \_\_\_\_\_ Total Square Footage \_\_\_\_\_

Rated Corridors:    \_\_\_\_\_ Yes    \_\_\_\_\_ No    Building Height \_\_\_\_\_

Fire Sprinkler:    \_\_\_\_\_ Yes    \_\_\_\_\_ No    Number of Stories \_\_\_\_\_

Combustible Const. \_\_\_\_\_ Non Combustible \_\_\_\_\_ Fire Resistant Const. \_\_\_\_\_ Fire Proof Const. \_\_\_\_\_

#### RESIDENTIAL AND COMMERCIAL SITE PLAN REVIEW

Zoning:    \_\_\_\_\_ Compliant    \_\_\_\_\_ Non-Compliant    Date \_\_\_\_\_

Planning:    \_\_\_\_\_ Compliant    \_\_\_\_\_ Non-Compliant    Date \_\_\_\_\_

Engineering:    \_\_\_\_\_ Compliant    \_\_\_\_\_ Non-Compliant    Date \_\_\_\_\_

Water Dept.:    \_\_\_\_\_ Compliant    \_\_\_\_\_ Non-Compliant    Date \_\_\_\_\_

Electric Dept.:    \_\_\_\_\_ Compliant    \_\_\_\_\_ Non-Compliant    Date \_\_\_\_\_

#### COMMERCIAL SITE PLAN REVIEW

Kansas State Historical Society    \_\_\_\_\_ Approved    \_\_\_\_\_ Not Approved Date \_\_\_\_\_

Floodplain Permit    \_\_\_\_\_ Approved    \_\_\_\_\_ Not Approved Date \_\_\_\_\_

Fire Protection    \_\_\_\_\_ Approved    \_\_\_\_\_ Not Approved Date \_\_\_\_\_

Traffic/Safety    \_\_\_\_\_ Approved    \_\_\_\_\_ Not Approved Date \_\_\_\_\_

Water Pollution Control    \_\_\_\_\_ Approved    \_\_\_\_\_ Not Approved Date \_\_\_\_\_

Code Enforcement Officer

Date