

RESIDENTIAL DETACHED BUILDING PACKET

Permit Submittal Checklist:

The following items are required for submittal. Incomplete submittals will not be accepted. Additional information may be required.

- Completed Residential Building Permit Application.
- Completed Building Plan Review Sheet.
- Footing Detail Sheet.
- Engineer stamped truss drawings (if applicable).
- Plot Plan.
- Permit Fee.

Documents and fees may be submitted in person or by mail to:

City of Independence-Building Inspections
111 E Maple Ave Independence MO, 64050

Email submittals are not accepted.

Permit Fees: Permit fee calculations are based on the total value of work.

\$1 - \$50,000 \$60 Base Fee + \$9.25 per thousand of total valuation.

\$50,001 - \$500,000 \$200 Base Fee + \$6.25 per thousand of total valuation.

Public Works Review \$30

Electrical, mechanical, and plumbing permits are calculated individually based on the value of each trade.

\$1 - \$500 \$40

\$501 - \$1,000 \$50

\$1,001 - \$5,000 \$65

\$5,001 and over \$80 Base Fee + \$12 per thousand for remaining over \$5,000

Review time frames & reviewing departments:

Detached building permits will be reviewed within 5 business days from the day after submittal, and is reviewed by the following departments:

- **Building Review** – 816-325-7401 – Reviews to verify the building will be built to the current adopted residential building code.
- **Zoning Review** – 816-325-7421/7823 – Reviews to verify proper setback requirements and design standards are met per the Unified Development Ordinance.
- **Public Works Review** – 816-325-7618 – Reviews to verify the building will not be built inside any easements or floodplains.

Licensing Requirements:

Proper licensing will be required before the permit will be issued. Contractors must have the following licenses:

- **Contractor License:** Class A, B or C is acceptable. The license may be applied for online at indep.us/contractor_license_online_application. Electrical, mechanical and plumbing contractors are required to have a Class D contractor license in their trade.
- **Business License:** A general business license is required, and may be applied for online at indep.us/general_business_license_online_application. Electrical, mechanical and plumbing contractors are required to have a business license.

BUILDING PLAN REVIEW SHEET

Provide the following information:

1. **Size of detached building:** ___ Length ___ Width ___ Height
2. **Wall Height:** ___ Feet
3. **Wall Sheathing:** ___ Plywood (approved structural wood panel), or
 ___ OSB (approved structural wood panel)
 ___ Other sheathing _____
4. **Wall Framing:** ___ X ___ (lumber size) on ___ (inch) centers
5. **Wall Sheathing Thickness:** ___ 7/16" ___ 1/2" ___ 5/8"
6. **Roof Framing:** ___ Manufactured trusses (stamped design required)
 ___ Rafters (inquire about span charts if needed)
7. **Roof Sheathing:** ___ Plywood (approved structural panel)
 ___ OSB (approved structural wood panel)
8. **Roof Sheathing Thickness:** ___ 7/16" ___ 1/2" ___ 5/8"
9. **Ice/Water Protection:** ___ Self-adhering bitumen sheet
 ___ Two layers cemented 15 # felt
10. **Roof Underlayment:** ___ 15 # felt
 ___ Bitumen sheeting
11. **Roof Covering:** ___ Asphalt/fiberglass shingles
 ___ Other _____
12. **Siding:** ___ Fiber cement siding (Hardie Board)
 ___ Other siding _____
13. **Overhead Doors:** Quantity Width x Height Quantity Width x Height
 _____ _____ _____ _____
14. **Overhead Door Framing:** ___ Standard framing ___ Laminated veneer lumber (LVL)
 ___ # of boards _____ Size ___ # of jack studs
15. **Doors and Windows:** Quantity Width x Height Quantity Width x Height
 _____ _____ _____ _____
16. **Door Headers:** Quantity Width x Height Quantity Width x Height
 _____ _____ _____ _____
17. **Window Headers:** Quantity Width x Height Quantity Width x Height
 _____ _____ _____ _____

By signing you agree to construct this building per the 2018 IRC: _____

Signature

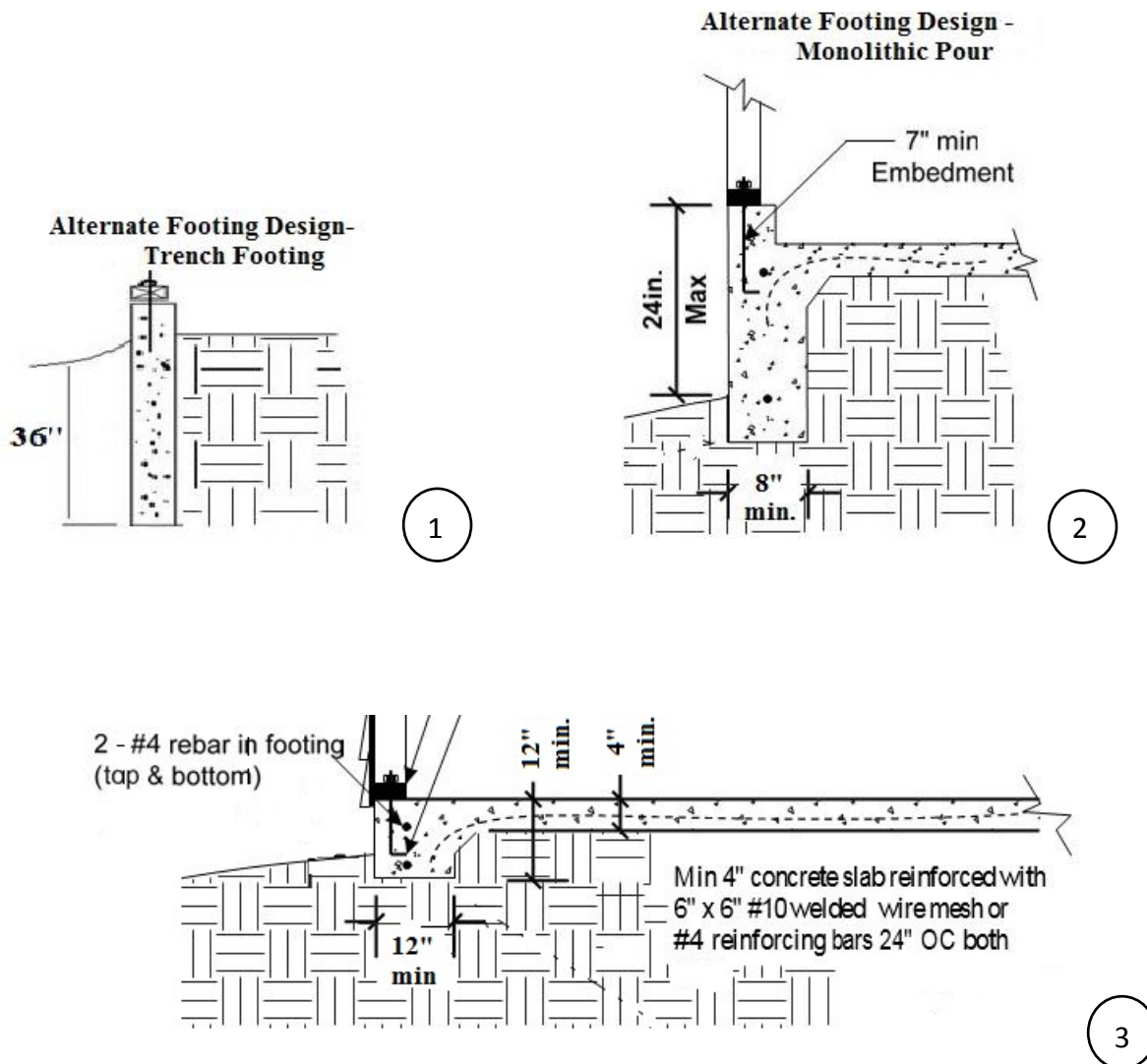
FOOTING DETAIL SHEET

Provide the following information:

- All buildings over 120 square feet in size require anchoring to the ground. You can utilize concrete piers, helical anchors, or standard footings if desired.
- All buildings over 400 square feet require piers or perimeter footings to a minimum depth of 12".
- All buildings over 600 square feet require frost protected perimeter footings.
- All buildings with plumbing or HVAC require frost protected perimeter footings.

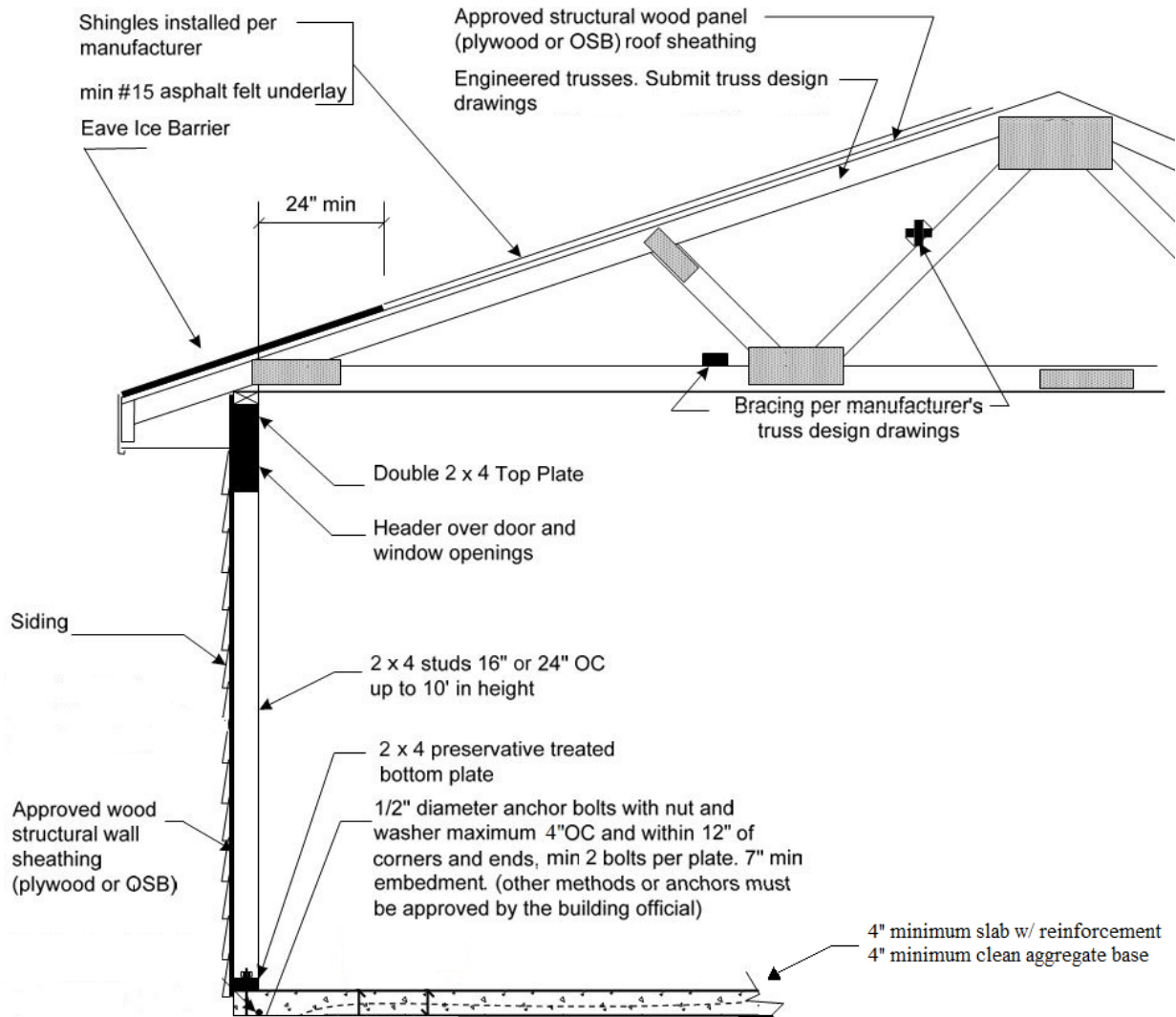
Indicate footing installation method (as shown below): ___ 1 ___ 2 ___ 3

****If using a different footing method, provide a drawing that shows footing width, depth, reinforcement, ground level, slab connection, sill plate size and type, slab thickness and material under the slab.****



BUILDING EXAMPLE SHEET

****Any construction methods other than the below example can be drawn on separate pages to be submitted with the permit application.****



****Manufactured trusses require an engineer stamped truss design and layout to be submitted for approval. Consult your vendor for this stamped plan.****

PLOT PLAN EXAMPLE

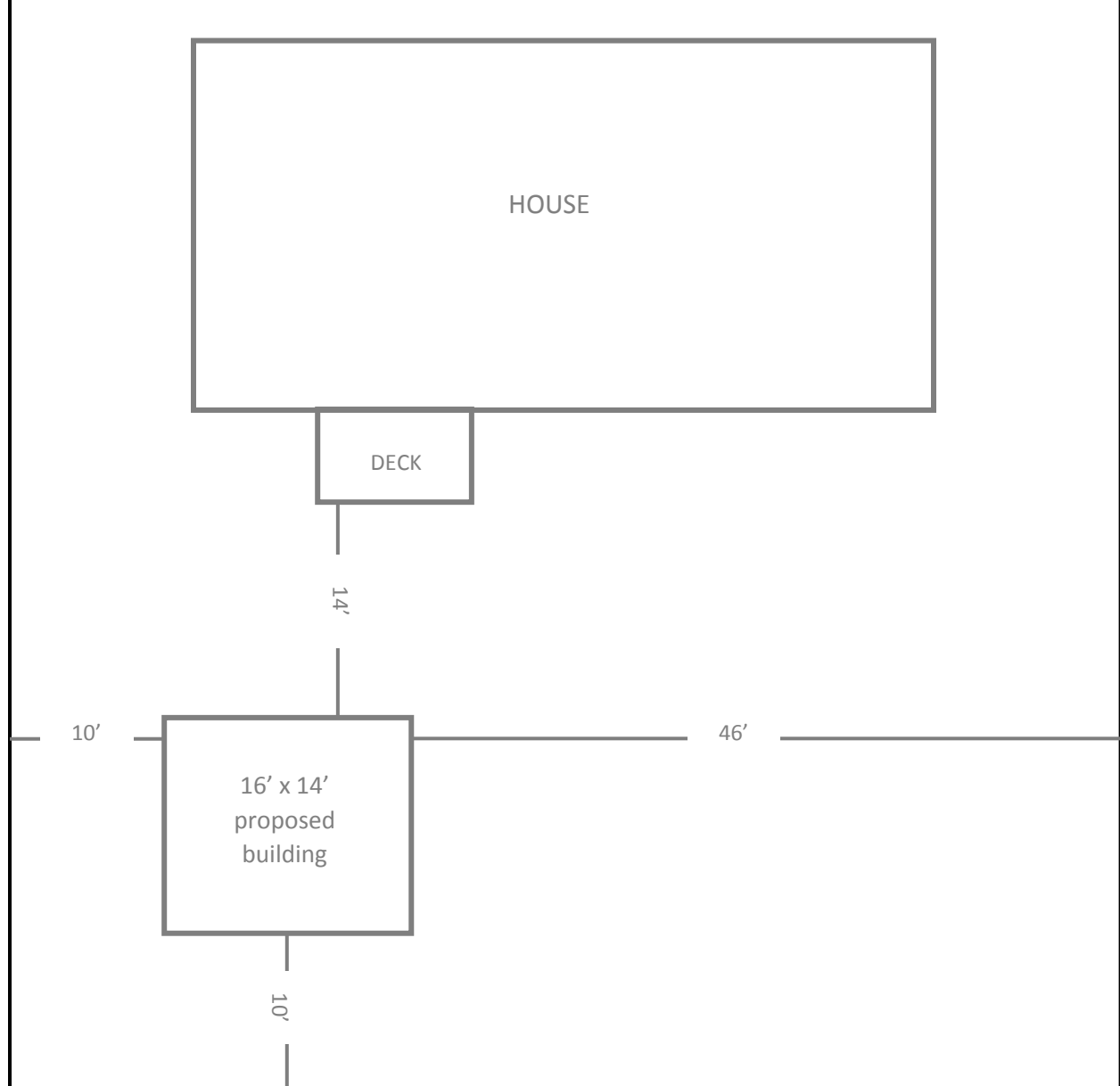
STREET

Include on the plot plan:

- Location & size of the building.
- Distance to property lines and all structures on the property (including pools).
- Location of paved surface if using the building to store/park vehicles.
- Location of electrical lines, sub panel, outlets and lights if installing electrical service to the building. Note if the electrical line will be underground or overhead if applicable.
- Location of plumbing lines if installing plumbing to the building.

Property Line

Property Line



Property Line

PLOT PLAN

To be submitted with your permit application

1. Will the building be used to park/store vehicles? Yes No
If yes, show the paved surface to the building on the plot plan. Gravel will not be approved.
2. Will the colors of the walls and the roof of the building match the house? Yes No
3. What is the height of the house? _____ft What is the height of the building? _____ft
4. Will the building have electrical service? Yes No
If yes, show the electrical line noting overhead or underground. Show the sub panel, outlets and lighting locations.
5. Will the building have plumbing service? Yes No
If yes, show the plumbing services lines on the plot plan.