



**BUILDING PERMIT APPLICATION**  
**City of Valley Center**

121 S. Meridian, PO Box 188, Valley Center, Kansas 67147  
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Date: \_\_\_\_\_ Permit No: \_\_\_\_\_ Permit Fee: \_\_\_\_\_ PIN No. \_\_\_\_\_

Address of Building or Project: \_\_\_\_\_

Legal Description: Lot(s) \_\_\_\_\_ Block(s) \_\_\_\_\_ Subdivision \_\_\_\_\_ Zoned \_\_\_\_\_  
Setbacks: Front \_\_\_\_\_ Sides \_\_\_\_\_ Rear \_\_\_\_\_

Residential  Commercial/Industrial Is this property used as a rental? \_\_\_\_\_  
 1-family  2-family  Agriculture Building  Detached Garge  Shed

Floodplain? \_\_\_\_\_ Flood Elevation \_\_\_\_\_ Lowest Floor Elev. \_\_\_\_\_ Finished Floor Elev. \_\_\_\_\_

**DESCRIPTION OF IMPROVEMENT: Check One**

New Building  Addition  Interior Remodel  Roofing  Siding/Windows  
 Swimming Pool  Other (Fences, Decks, and Carports require Zoning permit ONLY)  
No. of Buildings: \_\_\_\_\_ No. of Units \_\_\_\_\_

**Required for Roofing Permit:** Sq. Ft. of Entire Building Footprint: \_\_\_\_\_  
**Required For All Projects:** Valuation \$ \_\_\_\_\_

*Valuation represents the estimated cost of the project (labor and materials) or the total contract amount of project paid by owner/insurance company. Gutters not counted in roofing jobs. City reserves the right to verify contract amount with owner.*

**IDENTIFICATION: Work is being done for...**

**OWNER** \_\_\_\_\_  
**ADDRESS,CITY,ZIP:** \_\_\_\_\_  
\_\_\_\_\_  
**PHONE/CELL:** \_\_\_\_\_  
**EMAIL:** \_\_\_\_\_

**CONTRACTOR** \_\_\_\_\_  
**LICENSE #** \_\_\_\_\_  
**RESPONSIBLE PARTY:** \_\_\_\_\_  
**PHONE/CELL:** \_\_\_\_\_  
**EMAIL:** \_\_\_\_\_

<b>DIMENSIONS</b>	Fin. Upstairs (sq.ft.)	<b>STAIRWAYS</b>	PARKING SPACES	# Escalators
Frontage (ft.)	Fin. Basement (sq.ft.)	Basements-1 <sup>st</sup>	Enclosed	# Elevators
Depth (ft.)	Unfin. Basemt.(sq.ft.)	1 <sup>st</sup> to 2 <sup>nd</sup>	Unenclosed	# Bedrooms
No. Stories	Att. Garage (sq.ft.)	2 <sup>nd</sup> to Roof		# Bathrooms
Height	Access Bldg. (sq.ft.)			# Oth.rooms
Basement	Deck/Porch (sq.ft.)	Demolition(sq.ft)		# Fire Place

<b>BUILDING CHARACTERISTICS</b>	<b>SIZE OF JOISTS (ft)</b>	<b>STRUCTURE</b>
Foundation Wall _____	1 <sup>st</sup> Floor _____	Frame _____
	2 <sup>nd</sup> Floor _____	Roof _____
	Ceiling _____	Floor _____

<b>COVERING</b>	<b>WATER/SEWER</b>	<b>FURNACE/FLUE</b>
Roof _____	Water Supply _____	Furnace Location _____
Exterior Walls _____	# of hot/cold lines _____	Brick Flues No. _____ Size _____
Interior Walls _____	Sewage Disposal _____	Patented Pipe Flues No. _____ Size _____

**MISCELLANEOUS** Sidewalks required \_\_\_\_\_ Historical \_\_\_\_\_ **FUEL**  Natural Gas  Propane  Electric  Other

**PUBLIC WORKS; FOLLOWING PERMITS MAY APPLY:**  
 Water  Storm water discharge control  Sewer  Use of Right of Way

**OTHER PERMITS REQUIRED: List sub-contractors names and license numbers on separate form**  
**SEPARATE PERMITS REQUIRED FOR COMMERCIAL PROJECTS:**

Electrical  Mechanical  Plumbing/Boiler  Other

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and resolutions governing this type of work will be complied with whether specified herein or not. The granting of a permit does most presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or performance of construction. (Once issued, this permit will become void unless work begins within 180 days.)

Signature of Applicant: \_\_\_\_\_ Date \_\_\_\_\_  
Application approved by: \_\_\_\_\_ Date \_\_\_\_\_