



Application for **RESIDENTIAL** Building Permit, Building Services Division

**PRINT CLEARLY OR TYPE - Complete Items #1 - #12**

1. \_\_\_\_\_ 2. \_\_\_\_\_  
Address (where work is to be done) Legal Description

**3. Applicant Information**

<b>APPLICANT</b>	Applicant's Name	Applicant Represents
	Complete Mailing Address	
	Email	Phone #

**4. Property Owner Information**

<b>OWNER</b>	Name, as shown on deed	Complete Mailing Address of Deed Owner:
	Name of Individual for Contact Purposes	
	Email	Phone #

**5. General Contractor Information**

<b>GENERAL CONTR.</b>	Company Name, as shown on City of Salina license	Complete Mailing Address of Contracting Company:
	Name of Individual for Contact Purposes	
	Email	Phone #

6. \_\_\_\_\_  
Tenant's Name and Phone Number, if different from property owner

**7. DESCRIBE WORK TO BE DONE - BE SPECIFIC**

8. If described work will be done on the primary residential structure ("house & any additions/attachments thereto"), was that house built prior to 1978? Yes \_\_\_ No \_\_\_ (If yes, Kansas "PRE" applies; [CRN & LPA](#) Forms Required)

9. Will the owner-occupant be performing any of the work? Yes \_\_\_ No \_\_\_ Describe: \_\_\_\_\_  
(If yes, [Owner/Occupant Affidavit](#) Required)

10. If scope of work is renovation and repairs, indicate total value of labor and materials \$ \_\_\_\_\_

11. Will plumbing, gas, mechanical or electrical work be performed? If yes, check box & indicate contractor company name.

MECHANICAL \_\_\_\_\_  ELECTRICAL \_\_\_\_\_

PLUMBING/GAS \_\_\_\_\_  Right of Way Concrete \_\_\_\_\_

12. If a new home, will it be all electric (no gas piping, or gas appliances)?  Yes  No

- Permits for new residential dwellings are subject to a fee for the water meter pit and meter set. Other fees might also include, but may not be limited to, a park service area fee. Additional fees are due and payable with the building permit fee at time of issuance of the permit. Please consult with City staff to confirm the fees that apply to your project.
- I hereby certify that I have read and examined this application and know the same to be true and correct. I hereby certify that I have been authorized by the owner to act as his agent in applying for and obtaining this permit. All provisions of laws and ordinances governing this type of work will be complied with, whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

**13. SIGNATURE OF APPLICANT \_\_\_\_\_ Date Submitted: \_\_\_\_\_**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_ Project Number \_\_\_\_\_ CRN&LPA Forms Rec'd \_\_\_\_\_