

CITY OF OZAWKIE

BUILDING PERMIT APPLICATION

SECTION I

Applicant Information:

Name _____

Address _____

Telephone Number:

#1 _____

#2 _____

SECTION II

Property Information:

Location: Block _____ Lot _____

Street Address _____

Owner's Address _____

City _____ State _____

Telephone Number _____

SECTION III

Project Information:

Specify a number from the list below

Type of Construction

- | | | | |
|-----------------------------|--------------------------|---|--------------------------|
| 1. New Construction | ☐ | a. Single family with ____ bedrooms | ☐ |
| 2. Room Addition/Alteration | ☐ | b. 2-family dwelling with ____ bedrooms | ☐ |
| 3. Garage Addition | ☐ | c. Multiple family dwelling w/ ____ units | ☐ |
| 4. Patio/Concrete work | ☐ | d. Office/Institutional Structure | ☐ |
| 5. Relocation | ☐ | e. Commercial Structure | ☐ |
| 6. Demolition | ☐ | f. Industrial Structure | ☐ |
| 7. Other. | ☐ | | |

Expected Cost of Project: \$ _____

SECTION IV

Name of Contractor _____

Address _____ City _____ State _____ Zip _____

Telephone Number _____

SECTION V

Complete the following section for new construction or room addition/alteration

Type of frame:

- ☐ a. Masonry
- ☐ b. Wood
- ☐ c. Steel
- ☐ d. Reinforced Concrete
- ☐ e. Other

Dimensions:

- a. Number of stories ☐
- b. Total Height ☐
- c. Total ground floor square feet ☐
- d. Total square feet of structure ☐
- e. Below ground area ☐
- f. Below ground (basement) finished ☐

SECTION VI

A free standing structure, involving a business or commercial purpose, requires an architect or engineer licensed in the state of Kansas to draft plans and specifications.

Name _____

Address _____

License No. _____

SECTION VII

A site (lot) plan must be attached hereto, which indicates lot dimensions, location of structure, dimensions of structure, building setback lines, street names, parking areas, the location of utility trunk lines and the location of utility service lines.

A drawing of the structure must be attached hereto in such detail as Ozawkie building inspector may require.

SECTION VIII

1. Existing Zone Use _____

2. Proposed Zone Use _____

3. Completed Building Height _____

4. Will there be any electrical work?
if so please describe _____

5. Will there be any plumbing work
on the structure? If so please
describe: _____

6. What methods will be employed for
Erosion/Sediment Control? Please
describe _____



NOTICE

1. A building permit application(s) may be obtained from the city clerk or downloaded from www.ozawkie.org/building_permit.htm. The clerk may need to forward the blueprints and site specifications to the City's building inspector prior to the Zoning and Planning Committee meeting (meetings fall on the first Monday of every odd month.)

2. Individual(s) applying for the permit should present his/her (their) building plan(s) to the Zoning and Planning Committee on the first Monday of the month for the Committee's recommendation, and the recommendation of the building inspector, if applicable. The applicant(s) permit will be considered for approval at the regular Council Meeting (2nd Monday of each month at 7:00 pm). The applicant(s) may wish to attend the regular Council meeting. If the application is approved, the applicant shall make payment and receive a permit. No site work, grading or construction may take place until all fees are paid and a building permit has been issued.

3. The fee for building permits is in accordance with City Ordinance.

4. Non-portable buildings and structures are not allowed on easements. It is the applicant's/owner's responsibility to know where easements and property lines are located.

5. The city of Ozawkie is zoned. There are restrictions on lot size, building area, building height, parking area, setbacks, etc. It is the applicant's responsibility to comply with these requirements.
6. This permit will be issued on the condition that the undersigned property owner certifies that no connections currently exist or will be made to the Public Sanitary Sewer Systems directly or indirectly, of roof drainage water, ground or storm water, foundation drains, garage or areaway drains. Violation of the city regulations, prohibiting the above mentioned connections shall be a misdemeanor and punishable by a fine.
7. This permit becomes null and void if work or construction authorized has not commenced within 365 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced.
8. In accordance with Ozawkie's ordinance 4-211(d), the structure shall be completely enclosed within 180 days from the start of construction as established by the date of the first on site inspection. This does not apply to auxiliary or garden sheds, in which the completion time is not to exceed 90 days.
9. This permit is issued on the further condition that the undersigned authorizes the Building Inspector for Ozawkie, Kansas or his/her authorized representative to enter the construction premises for purposes of inspecting the permitted conduct for compliance with all applicable ordinances, statutes, rules, regulations, codes, etc.
10. Prior to occupation/use of the new structure, the Building Inspector shall inspect and approve the structure's electrical, plumbing and other mechanical systems. The Building Inspector shall inspect and approve the structure at a minimum of four inspections. The Building Inspector shall also have the authority to require such other inspections as may be necessary for determining the safety of such structure(s) and compliance with applicable code.

PLEASE READ AND SIGN

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 ordinances governing this type of work will be complied with whether or not specified herein. 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.

Signature of Applicant

Date

Signature of Contractor

Date

Application
Accepted by:

Application
Checked by:

Approved for
Insurance by:

Date

Date

Date

City of Ozawkie
PO Box 120
Ozawkie, KS 66070
(785) 876-2550

**City of Ozawkie, Kansas
Site Plan Contents & Checklist**

Purpose & Statement:

The site plan review process is established to ensure that the highest quality of land planning and design are incorporated into new developments. The process is used to guide design of new projects, which is compatible with existing neighborhoods in terms of scale, style and construction materials, and to enhance and project the environment.

Site Plans shall be submitted for all improvements within the City of Ozawkie that meet the provisions requiring a building permit. Site Plans shall be submitted with building permits.

- A. All site plans shall contain and conform to the following minimum standards and be approved by all members of Planning & Zoning.
- 1) Name of property owner, current address, and contact information.
 - 2) Lot and Block number within the City of Ozawkie.
 - 3) All Drawing must have a north arrow.
 - 4) All dimensions shall be feet and decimals of a foot.
 - 5) All lettering shall be neat and legible.
 - 6) Driveways and access improvements shall be shown.
 - 7) All public and private rights-of-way and easement lines locates on or adjacent to the subject property.
 - 8) All property lines and dimensions of the lot to be built upon showing directional bearings and distances, streets, and location with reference to identifiable street intersections (*see note below).
 - 9) Footprint of **existing and proposed** buildings on site, showing all dimensions of buildings and distances from property lines, streets and easements.
 - 10) Location of all **existing and proposed** water, sanitary sewer, storm drainage and their easements.
 - 11) All **existing and proposed** utility lines for electric, telephone and gas service will be indicated and their locations clearly marked. (Call DIGSAFE at 1-800-DIG-SAFE).
 - 12) Locations of any external utility accessory (i.e. AC condenser).
 - 13) Site Plans can be hand drawn but must include the criteria explained above.

*Information pertaining to lot dimensions and utility locations can be obtained from the Ozawkie City building during their regular office hours.

Planning & Zoning will review all site plans to ensure all developments within the city meet the required ordinances.

SITE PLAN

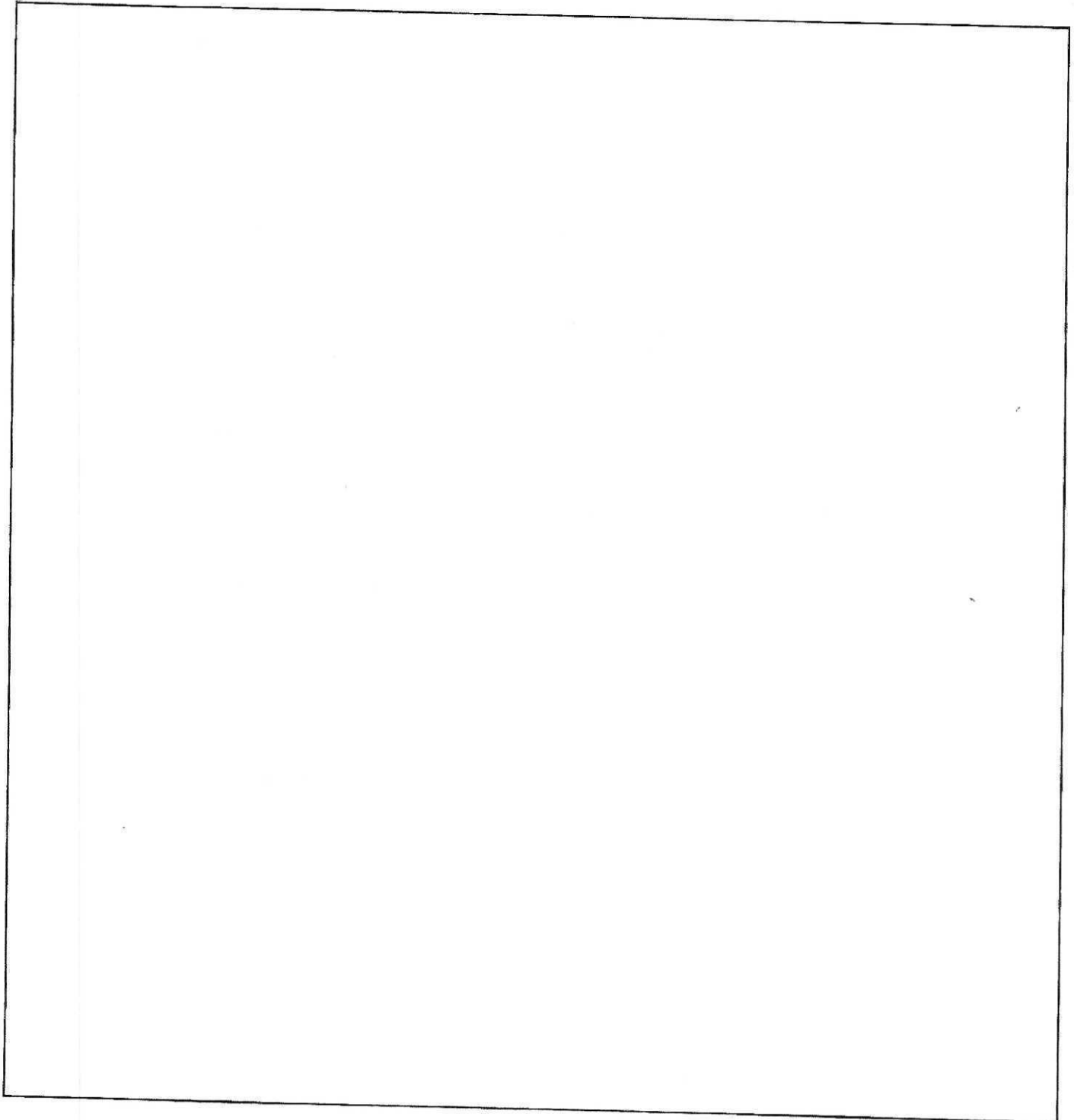
Homeowner(s) Name: First _____ Last _____

Current Address: _____

Daytime Phone: _____ email: _____

Property Address _____, Ozawkie, Kansas 66070

Legal Description: Block # _____ Lot(s) # _____



**AFFIDAVIT OF CODE COMPLIANCE
CITY OF OZAWKIE, KANSAS**

I/We _____, being of lawful age, do solemnly swear and attest:

1. That I/we am/are responsible for the work to be performed at _____,
in the City of Ozawkie, Kansas, as specified in Building Permit Number _____.
2. That I/we will comply with all applicable building codes, ordinances and other requirements
as prescribed in the City of Ozawkie City Code and Zoning Regulations.

FURTHER AFFIANT(S) SAYETH NOT.

Printed Name

Signature

Printed Name (If applicable)

Signature

Date

ACKNOWLEDGMENT

STATE OF KANSAS)
) ss:
COUNTY OF JEFFERSON)

The foregoing instrument was acknowledged before me on this _____ day of _____,
20____ by _____ and acknowledged to me that
he/she/they executed the same for the purposes and consideration therein expressed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal the day
and year last above written.

Notary Public

My Appointment Expires: _____