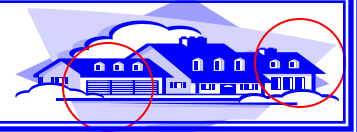


# Single Family – Addition, Alteration, Porch Attached Garage, Sunroom, Basement Remodel



## Building Permit Application Check List

Check Johnson County Code of Regulations for Buildings & Construction 2012

### Before Making Application

1. For any regulations/restrictions or flood plain information pertaining to your property contact: Planning/Zoning 913-715-2200.
2. If you will be adding a bedroom and your Sewage Disposal System is a Septic System contact: Johnson County Environmental, 913-715-6900. We will need confirmation from them as to whether your system is adequate or what changes are to be made.
3. If adding an additional driveway entrance from the road, contact: Johnson County Public Works, 913-715-8300.

Who can make application? The owner of the property or a licensed General Contractor.

### Required Documents

1. Sanitary Permit (if applicable) If you have an existing septic system an inspection may be done by the Environmental Department to confirm the location of your septic system and laterals and/or determine if the system is adequate for the addition.
2. Entrance Permit
3. Land Disturbance Certification Form or Permit. In order to comply with Federal and State Regulations, Johnson County has adopted Resolution Number 068-08. Effective January 1, 2009, this resolution requires those engaging in land disturbing activities to obtain a Johnson County Land Disturbance Permit and implement erosion and sediment control measures. For details please go to the public works web site or contact a Planner, 913-715-2200 with questions <http://www.jocogov.org/dept/public-works/home>. A building permit will not be issued without the required forms.
4. Site Plan (2 copies) The site plan should include the following information; to scale the size and location of new construction, existing structures, existing septic tank and laterals on the site, distances from lot lines, the established street grades and the proposed finished grades; and it shall be drawn in accordance with an accurate boundary line survey.
5. 2 Sets of complete construction plans showing front, side, and rear elevations, framing details, floor plans, footing & foundation plans, energy ratings; insulation R Value and U Factors for doors and windows and size of HVAC units.
  - Any non-conventional and unusual construction design shall be designed and sealed by a licensed Design Professional registered in the State of Kansas. For example, Steel Framed Construction, Post Framed Construction, Log Home, Insulated Concrete Forms (ICF) Construction, Straw Bale Construction, etc.
  - If pre-engineered truss system, roof/floor, will be used, 2 copies of engineered sealed truss package shall be submitted for review and approval.
  - Engineered Wood Products – I=Joist layout plan for floor/roof systems shall be sealed by a Design Professional registered in the State of Kansas.
  - Foundation wall shall be provided in accordance with the 2012 IRC requirements or standard detail otherwise shall be designed by a licensed Design Professional registered in the State of Kansas. A foundation on a steep lot shall meet 2012 IBC or any nationally recognized standards. Refer to the application on the forms page regarding Grading and Steep Lots.
6. All sub-contractor forms, completed by a licensee or permittee.
7. Homeowner Installation form, if the homeowner will perform the work.
8. Submittal per Johnson County Regulations and the 2012 International Residential Code, Chapter 11
9. Completed Permit Application form.