RESIDENTIAL BUILDING PERMIT APPLICATION

2017

Development Services
435 Ryman Street, Missoula, MT 59802
(406) 552-6635 Fax: (406) 552-6053

Permit #:
Applied Date:
Issued Date:

INSPECTION REQUEST LINE (406)552-6040 **Email: Permits@ci.missoula.mt.us** https://ebiz.ci.missoula.mt.us/citizenaccess/

INSTRUCTIONS - TYPE OR PRINT CLEARLY AND USE BLACK OR BLUE INK - NO PENCIL - The applicant must fill out sections I, II, and III. Your permit will not be processed if you do not fill out the required information. Please read all conditions on this application before signing. The property owner and/or licensed contractor must sign and date the application. If not applicable please write N/A (do not leave blank). When filling out addresses, please include ST, AVE, RD, DR, etc. and zip code. A separate permit application is required for each building or structure except townhouses or commercial tenant spaces where each unit requires a permit. If necessary, provide directions to the site, location of work within the building, and/or attach a map.

SECTION I: PROPERTY INFORMATION

PROJECT ADDRESS:

BLDG #: SUITE #:
UNIT #: APT #:
SUBDIV:
BLOCK: LOT:
COS/TRACT: PARCEL #:
SECTION: TOWNSHIP:
RANGE: GEOCODE:

TOTAL AREA (SQUARE FOOTAGE)

PROPERTY:
PROPOSED STRUCTURE:
EXISTING PRIMARY STRUCTURE:

UTILITY INFORMATION

WATER METER SIZE & SUPPLY
HEATING SOURCE

BUILDING OR STRUCTURE USE

- ☐ SINGLE FAMILY
- ☐ DUPLEX
- ☐ TOWNHOUSE
- ☐ STORAGE BUILDING
- ☐ DETACHED GARAGE
- ☐ OTHER

SECTION II: PEOPLE INFORMATION

PROPERTY OWNER

NAME:
ADDRESS:
CITY, ST, ZIP:
PHONE:
EMAIL:

CONTRACTOR - ☐ SAME AS OWNER

NAME:
ADDRESS:
CITY, ST, ZIP:
PHONE:
EAMIL:

ARCHITECT/ENGINEER

NAME:
PHONE:
EMAIL:

CONTACT PERSON

NAME:
PHONE:
EMAIL:

SECTION III: PROPOSED WORK

TYPE OF WORK (CHECK ALL THAT APPLY)

- ☐ - NEW CONSTRUCTION
- ☐ - CHANGE OF USE
- ☐ - REROOF/RESIDE
- ☐ - OTHER
- ☐ - ADDITION
- ☐ - REMODEL
- ☐ - REPAIR

PROJECT DESCRIPTION

CONDITIONS - The proposed work must be done in accordance with approved plans and specifications. Separate permits are required for, but not limited to, electrical, plumbing, mechanical, signs, sewer, water, paving and right-of-way. Furthermore, it is the duty of the General Contractor to assure that all required inspections are scheduled 24 hours in advance and approved by the City Inspectors. This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. I herby 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 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 and that I make this statement under penalty of perjury.

SIGNATURE OF PROPERTY OWNER DATE

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT DATE

SECTION IV: PLAN REVIEW (FOR OFFICE USE)

ENGINEERING

DESCRIP.	COMMENTS	APP	DATE
SEWER			
SWPPP			
C/G & S/W			
PAVING/ADA			
GRADE/DRAIN			
ADDRESSING			

PLANNING

DESCRIP.	COMMENTS	APP	DATE
SUBDIV.			
LANDSCAP.			
FLOODPLAIN			
ZONE:			
MAX HEIGHT			

SETBACKS:	FRONT	HILLSIDE: Y N	% SLOPE
	SIDES	BUILDING HEIGHT	
	REAR	WALL HEIGHT	
BLDG HGT METHOD:		ABSOLUTE	
		MODIFIED	

# OF OFF-STREET PARKING SPACES	
EXISTING	
REQUIRED	
PROPOSED	

COMMENTS

BUILDING

CONST TYPE	OCC. TYPE	MAX OC. LOAD	SMOKE DETECTOR REQUIRED?	
			YES ❒	NO ❒
STORIES	DWELLING UNITS	❒ PHASE I	SPRINKLERS REQUIRED?	
		❒ PHASE II		
		❒ PHASE III	YES ❒	NO ❒

COMMENTS/SQ FOOTAGE:

PLANS EXAMINER SIGNATURE/DATE

HEALTH DEPARTMENT

DESCRIP.	COMMENTS	APP	DATE
INDV SEWER			
LIC EST RVW			
AIR QUALITY			

OTHER DEPARTMENTS

FIRE DEPT			
PARKS & REC			

SECTION V: FEES

BUILDING PLAN CHECK FEE	FIRE PLAN REV. FEE	FIRE INSP FEE
❒ CASH	❒ CREDIT CARD	❒ CHECK

VALUATION	BUILDING PERMIT FEE
ENG PLAN CHECK FEE	IMPACT FEE
OTHER FEES	
TOTAL DUE	
TOTAL FEES	

❒ CASH	❒ CREDIT CARD	❒ CHECK