

**Building & Code
Enforcement**

www.junctioncity-ks.gov



PO Box 287
700 N Jefferson
Junction City, KS 66441
785-210-2951

New Construction Application

You can apply online at https://public.mygov.us/junction_city_ks.

Job Address: _____	Start Date: _____
Commercial: ___ Residential: ___ (One- and Two- Family Dwellings)	Occupancy Type: _____
Structure Use: _____	Legal Description: _____

Applicant Information		
Name: _____	Address: _____	Phone Number: _____
Email Address: _____	City/State/Zip: _____	

Property Owner Information		
Name: _____	Address: _____	Phone Number: _____
Email Address: _____	City/State/Zip: _____	

Contractor		
Company Name: _____	Address: _____	Phone Number: _____
Individual Name: _____	City/State/Zip: _____	Signature (If being filled out by Contractor)
Email Address: _____		

Contractor Type	Contractor Name	Contractor Phone #
Electrical		
Plumbing		
Mechanical		
Concrete		
Gas		
Sewer		
Engineer / Architect		

Describe Work to be Performed: _____	Project Valuation (Total): \$ _____
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Residential Only

Living Area (SF): _____ Units: _____ Level/Stories: _____

No. of Bedrooms: _____ No. of Bathrooms: _____

Garage: _____ SF Attached Detached Basement: _____ SF Finished Unfinished

Land Area: _____ SF or ACRE (circle one)

Type of Roof: _____ No. of Squares: _____

Heating: Gas Oil Propane Electric Heat Pump Other _____

A/C: Gas Electric Other _____

Water Supply: City Water Rural Water Private Well

Meter Size: _____ Line Size: _____

Sewage Disposal: City Sewer Septic Lagoon

In case of emergency, vandalism or any other need to contact someone, please list at least 1 (one) on-site / after hours Emergency Contact for the City of Junction City Police or Fire Departments to contact if necessary.		
On-site / After Hours Emergency Contact Name	Phone Number 1	Phone Number 2
1.		
2.		

Current Adopted Codes:

- * 2012 International Building Code
- * 2012 International Residential Code
- * 2011 National Electrical Code
- * 2012 International Fuel Gas Code
- * 2012 International Mechanical Code
- * 2012 International Plumbing Code
- * 2018 International Fire Code
- * 2012 International Energy Conservation Code

Each application must be accompanied by supporting documentation.

Residential (One and Two Family Dwellings):

- * House Plans
- * Sufficient drawings, prepared and signed by a registered Kansas design professional, including a site survey and site plan, drawn to scale.

Commercial:

- * Plan Check List
- * 4 Sets of Plans
- * Sufficient drawings, prepared and signed by a registered Kansas design professional, including a site survey and site plan, drawn to scale.

1. Permits are not approved until you have them in your possession.
2. A Storm Water Prevention Plan shall be on site until the entire site has 70% vegetation and a notice of termination has been sent to KDHE.
3. A STOP WORK Order may be placed upon builders until such time that a site investigation reveals proper erosion and sediment control has been completed.
4. Zoning Requirements:
 - * Setback in accordance with City Ordinance Section 405
 - * Storm Water runoff in accordance with City Sub Division Regulations
 - * Site Plan, prepared and signed by a registered Kansas design professional, drawn to scale
 - * No obstruction in easement i.e. fences, trees, shrubs, detached buildings
5. Required Inspections:
 - * Footing
 - * Foundation
 - * Sewer Tap, Trench & Compaction
 - * Water Line, Trench & Compaction
 - * Mid Roof
 - * Final Roof
 - * Framing
 - * Rough Electrical, Rough Plumbing, Rough Mechanical, Rough Gas
 - * Final Electrical, Final Plumbing, Final Mechanical, Final Gas, Wall Finishings, Final Roof, Grading, Sidewalks, Driveways and Erosion Control

NOTE: No inspection will be done if erosion control is not in place and road way is not cleared of mud and construction debris.

This permit application must be completed in its entirety with all required attachments and must be signed by the applicant or it is considered null and void.

**** Continue reading for important information, don't forget to sign at the bottom of the application! ****

To obtain or maintain a valid building permit, applicants must:

1. Submit a listing of all real property they own in the city.
2. Provide proof that all property taxes and special assessments due at the time of permit issuance are paid.
3. Continue to provide proof of payment for any taxes or assessments that become due while the permit remains active.

Additional Provisions

- *Transferring property to avoid compliance is prohibited.
- *The term "applicant" includes both property owners and those performing the work, as well as individuals acting on behalf of legal entities.
- *Failure to meet tax and certification requirements results in automatic permit revocation and a stop work order.
- *Violations may also lead to further civil or criminal penalties.

This form is made in accordance with the provision of the code requiring such permit and the proposed construction or work will be done in accordance with the terms of said code.

I, as applicant, agree to conform to all applicable codes and ordinances of the City of Junction City, Kansas. I certify that the facts and information in this application, including any attachments, are true, complete and accurate to the best of my knowledge. I further certify that this application does not contain any fraudulent, misrepresented or false statements.

Signature

Print Name

Date