



Building & Zoning Department
215 S. Broadway, Louisburg, KS 66053
913-837-5811 · louisburgkansas.gov
rwhitham@louisburgkansas.gov

APPLICATION FOR RESIDENCE

Date: \_\_\_\_\_ Permit # \_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: (Must be Licensed in Miami County)

Contractor Name: \_\_\_\_\_

Contractor Phone: \_\_\_\_\_ Email: \_\_\_\_\_

General: \_\_\_\_\_ Mechanical: \_\_\_\_\_

Electrical: \_\_\_\_\_ Plumbing: \_\_\_\_\_

Foundation: \_\_\_\_\_ Site Utility: \_\_\_\_\_

Roofing: \_\_\_\_\_ Fire Sprinkler: \_\_\_\_\_

Legal description of building site, lot or tract (attach copy of deed)

GENERAL INFORMATION: Width \_\_\_\_\_ Depth \_\_\_\_\_ Acreage \_\_\_\_\_

General description of structure to be constructed: \_\_\_\_\_

Estimated cost of new construction: \_\_\_\_\_

Overall size of structure: Width \_\_\_\_\_ Length \_\_\_\_\_

Square footage for: First Floor \_\_\_\_\_ Second Floor \_\_\_\_\_

Basement/Unfinished \_\_\_\_\_ Finished \_\_\_\_\_

Garage/Attached \_\_\_\_\_ Detached \_\_\_\_\_

Total Square Feet of Structure: \_\_\_\_\_

Will residence have a deck or lawn irrigation (sprinkler)? Deck: \_\_\_ Yes \_\_\_ No Lawn Irrigation: \_\_\_ Yes \_\_\_ No

I, \_\_\_\_\_, hereby certify that the information provided herein is true and correct and that all Zoning Regulations shall be complied with. I certify that all contractors listed above are licensed under the Miami County, Kansas, Contractor Licensing Code. I further understand that any permit based upon false or incorrect statements of a material fact necessary to the issuance of the permit, shall be void.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Office Use Only

ATTACHED:

\_\_\_\_\_ Site Plan \_\_\_\_\_ Building Plans \_\_\_\_\_ Date Paid
\_\_\_\_\_ Amount Due \_\_\_\_\_ Receipt #

Assigned address: \_\_\_\_\_



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### BUILDING INSPECTIONS

**The following inspections are required on all new construction, as well as all additions, garages, etc. The building permit must be posted at the job site.**

- 1. FOOTINGS:** All footings shall be inspected prior to concrete being poured. A minimum of two (2) #4 rebar in the footing, bent around the corners at least 18 inches, and tied. All footings shall be 36 inches below finished grade.
- 2. FOUNDATION WALLS:** All foundation walls shall be inspected prior to concrete being poured. For 8' walls, a minimum of four (4) #4 rebar located horizontally. For 9' and 10' walls, a minimum of five (5) #4 rebar located horizontally. Verticals shall be a maximum of four (4) feet apart. Steel is to be tied (100%). Forms shall be sprayed with form oil prior to installing. Form oil shall not be sprayed on the rebar.
- 3. UNDERSLAB UTILITIES:** All underslab plumbing and electrical shall be inspected prior to covering.
- 4. CONCRETE SLABS:** All basement, garage floor, slab-on-grade and driveways shall be inspected prior to concrete being poured. They shall have at a minimum #4 rebar on a 24 inch grid, tied 50%, and on chairs. A 6 mil vapor barrier is required for all basements and slab-on-grade. Additional reinforcement and/or grade beams may be required as detailed on the engineered plans. Driveways shall have a maximum slope of 1/2" per foot.

Minimum thickness of concrete is as follows:

Basement	3.5 inches
Slab-on-grade	3.5 inches
Garage	5 inches
Driveway	4 inches

5. **CONCRETE FLATWORK (GRANITE MIX):** City sidewalks and approaches shall be inspected prior to concrete being poured. Four (4) foot sidewalks shall have two (2) #4 bars lengthwise. Five (5) foot sidewalks shall have three (3) #4 bars. Provide crossbars for rebar. Rebar shall be on chairs. Sidewalks and approaches shall be Granite Mix concrete. Minimum thickness of approaches shall be 6 inches. Approaches shall have at a minimum #4 rebar on a 24 inch grid, tied 50%, and on chairs. Approaches shall have a maximum slope of ¼" per foot.

Please consult with Building & Zoning Department staff for location of sidewalk and length of approach. Sidewalks and approaches shall not be poured until all utilities (water, sewer, gas, etc.) have been installed.

6. **PATIOS, STOOPS AND PRIVATE SIDEWALKS:** Inspection is required prior to concrete being poured. Patios shall have #4 rebar on a 24 inch grid, tied 50%, and on chairs.
7. **BRACED WALL INSPECTION:** Inspection of braced walls in garage or other areas of the residence.
8. **WINDOW INSPECTION:** Inspection of window installation and flashing.
9. **ROUGH-IN INSPECTION:** Inspection includes plumbing, electrical, mechanical, and the framing of the structure. Inspection is required prior to the installation of any insulation or sheet rock.  
Note: Thermo-Pan is not allowed for return air in joist spaces unless it is fire rated.
10. **ELECTRICAL:** Electrical service inspection shall be done when meter base or disconnect is set, and the underground or overhead has been run.
11. **SEWER:** Sewer shall be inspected prior to covering pipe.
12. **GAS:** Gas inspection pressure test at 10 psi for 15 minutes.
13. **DECKS:** Pier holes for decks shall be inspected prior to concrete being poured. Minimum depth is 36" unless solid rock is reached. Final inspection is required when deck is completed.
14. **FINAL INSPECTION:** A Certificate of Occupancy may be issued when upon completion of a project. A temporary certificate of occupancy may be issued if there are items not completed that are not life safety issues. Cost is \$100.00 for 90 days.

It is the responsibility of the contractor or the owner to call for inspections and to verify they are completed before any work progresses. To schedule an inspection, call the Building & Zoning Department and leave the following information:

- Site Address
- Contractor's Name and Phone Number
- Type of Inspection
- Permit Number



## Hookup Fees and Rates

Note: Contact Jessica McGowin at 913-837-5217 when ready to connect to city utility service.

<b>STANDARD GAS METER FEE</b> (additional charge for upsize meter)	
	COMMERCIAL: \$110.00
	TAX: \$10.18
	\$120.18
	RESIDENTIAL: \$110.00
	TAX: 3.03
	\$113.03
<b>STANDARD WATER METER FEE</b> (additional charge for upsize meter)	\$3,150.00
<b>SEWER HOOK-UP FEE</b>	
Single Family Dwelling Unit	\$2,500.00
Each Duplex & Mobile Home Dwelling Unit	\$2,500.00
Each Multi-Family Dwelling Unit	\$2,000.00
All Non-Residential	\$2,500.00
City Customer Not in Sewer District Additional	\$,1500.00
<b>DISCONNECT &amp; RECONNECT FEE</b>	
Water Disconnect & Reconnect Fee	\$50.00 NO TAX
Gas Disconnect & Reconnect Fee	\$50 + \$4.62 TAX
<b>SALES TAX RATE</b>	1.50 City
	1.50 County
	6.50 State
	9.50 TOTAL RATE
<b>GAS RATES</b>	
Flat Rate	18.00
0-999	0.76575
1,000-3,999	0.73250
4,000 and up	0.69975
Residential tax rate for gas	2.75%
<b>WATER RATES</b>	
Flat Rate	25.00
per 1,000	7.45
<b>WATER PROTECTION FEE</b>	0.032
<b>SEWER RATES</b>	
0-1,000	\$27.00
1,000 & over	\$9.75

**Additional Fees**

Building Permit:	Varies depending on square footage
Deck Permit Fee	\$75 for 30" off the ground all others \$25
Lawn Irrigation System Permit Fee	\$25.00
Fence Permit Fee	\$25.00

**TABLE 1-A – BUILDING PERMIT FEES**

**TOTAL VALUATION**

**FEE**

\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof.



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### Final Inspection Checklist

This checklist is not intended as an all-inclusive list for obtaining a "Certificate of Occupancy." This is to serve only as a guideline to inform you of items that are inspected during the Final Inspection. Each project is different and may require inspection of items not included on this list. Inspection and operation of "Life Safety" items are the No. 1 priority in receiving an approval for Occupancy. In no case shall an individual, company or corporation occupy any building or structure without first obtaining a final inspection and a "Certificate of Occupancy." Violators are subject to fines and other penalties under local law as well as removal from the premises.

1. Installation, location and operation of all smoke detectors.
2. Size, location and operation of all required egress windows.
3. Installation and operation of all outlets and required GFCI-protected outlets.
4. Installation and operation of doors and hardware.
5. Installation of all electrical devices, lighting fixtures and cover plates.
6. County approval of septic system, if applicable.
7. Installation of HVAC system and all required vents and registers.
8. Run and rise of all stairways and required handrails.
9. Installation of all required guardrails.
10. Proper placement of required "tempered" window units.
11. Operation of plumbing system.
12. Construction of all exterior decks or balconies not in place at the time of the rough-in inspection.
13. Proper circuit identification, marking and working clearances of electrical panels.
14. Installation of all required walks, paths of egress and landings at yards, doorways and stairs.
15. Installation and location of attic and crawl space access.
16. Chimney and flue placement.
17. Required roof ventilation.
18. Installation of required Back-flow prevention devices.
19. Compliance with local zoning requirements.
20. Compliance with landscaping requirements.
21. Required clearances to combustibles at fireplaces, furnaces, wood stoves and fuel-burning appliances.
22. Storage of flammable materials and combustible debris.



Office of Utilities  
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**Application for Gas and/or Water Service for the Builder**

Date: \_\_\_\_\_

Do you want:    Gas: \_\_\_\_\_ Water: \_\_\_\_\_

Builder Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

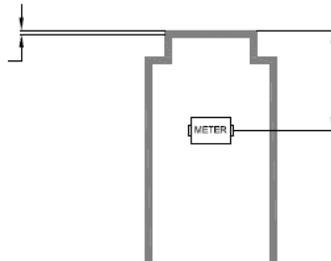
Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address for service: \_\_\_\_\_

Lot # \_\_\_\_\_ Subdivision: \_\_\_\_\_

# City of Louisburg Water Meter Installation Requirements

Install lid  $\frac{1}{2}$  inch  
above final  
landscaped grade



15 inches from lid to  
centerline of meter  
connection

(14 inches minimum and  
18 inches maximum)

## Notes:

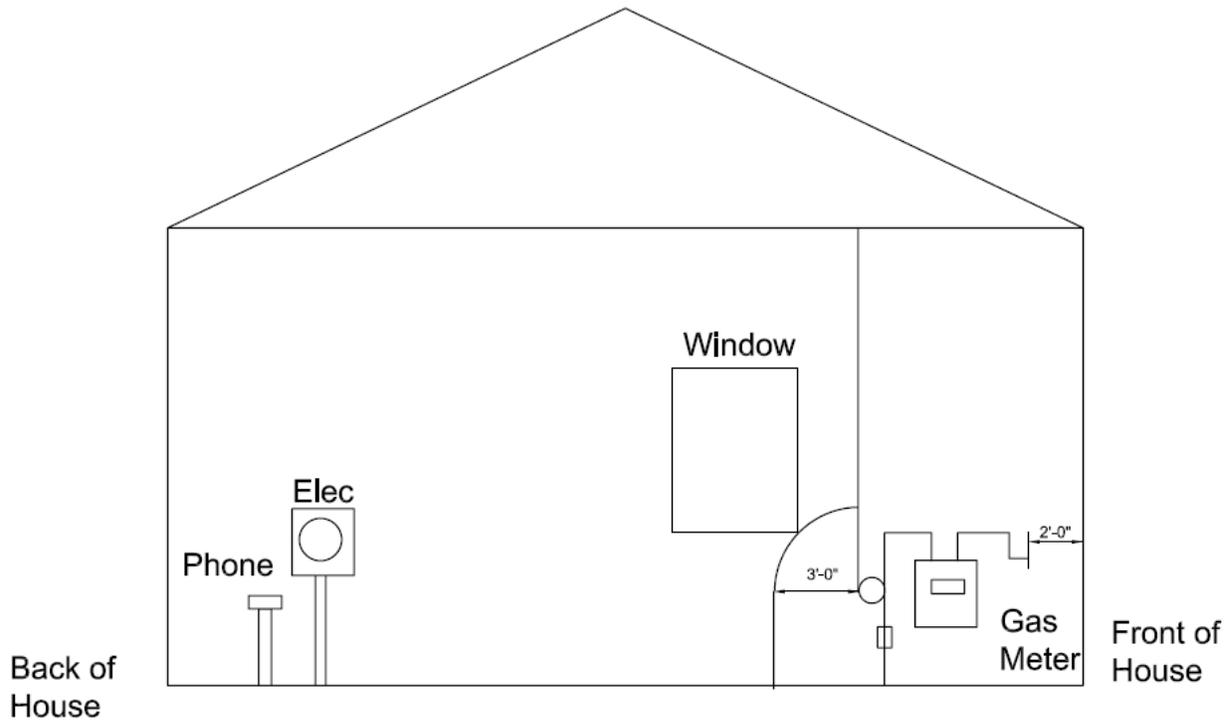
1. The standard water meter shall be a Neptune T10  $\frac{3}{4}$ " x  $\frac{5}{8}$ " model. Water meters shall be installed in an 18" meter pit (single set) or 24" meter pit (double set).
2. The City will tap the main for water service and install the saddle and corporation stop on the distribution line. The Contractor shall be responsible for installation of copper tubing from the corporation stop to the water meter pit. The City will provide the meter pit, lid and ring, and meter setter.
3. The Contractor shall install the meter pit and setter such that the meter will be 15 inches from lid to the centerline of the meter connection. The minimum allowable spacing shall be 14 inches and the maximum allowable spacing shall be 18 inches. The lid shall be installed  $\frac{1}{2}$ " above final landscaped grade.
4. If the meter pit and setter are not installed in accordance with the City of Louisburg Water Meter Installation Requirements, a meter will not be installed for a water service. Meter pit extensions and meter re-setters are not acceptable as a method to meet installation standards. The meter pit assembly shall be reset at the Contractor's expense. If the final grade is changed after the meter is installed, the property owner shall be responsible for all costs associated with correcting the elevation of the water meter service.

By signing my name below, I hereby certify that I have read and understand the requirements listed above. I will construct the residence in accordance with the above requirements. Any rework to meet the standard will be done at the Builder's expense.

Date \_\_\_\_\_ Signature \_\_\_\_\_  
Permit No. \_\_\_\_\_ Printed Name \_\_\_\_\_

7/16/07

# City of Louisburg Gas Meter Installation Requirements



## Notes:

1. Minimum distance between electrical and gas meter shall be 3'-0".
2. Minimum distance between gas meter and any opening shall be 3'-0".
3. Examples of openings are doors, operable windows, sump pump discharges, water spigots, dryer vents, fireplace flues, and telephone entrances.

By signing my name below, I hereby certify that I have read and understand the requirements listed above. I will construct the residence in accordance with the above requirements. Any rework to meet the standard will be done at the Builder's expense.

Date \_\_\_\_\_ Signature \_\_\_\_\_

Permit No. \_\_\_\_\_ Printed Name \_\_\_\_\_

7/9/07