

PROCESS FOR OBTAINING ZONING AND BUILDING PERMITS

Step 1: Obtain a copy of the applications for a Zoning and Building Permit(s) from the city office or online (fee schedule on page 2). Building permit will only be issued after the approval of the Zoning permit. **Fees are due at submission for review.**

Step 2: Fill out permit application(s), sign and present, along with building plans, to the city for review. The review process may take up to 10 days, depending on the size and scope of the project.

Step 3: Receive permit(s): Once the project has been reviewed and approved, a copy of the permit(s) will be issued. Building Permit must be posted at the construction site, along with a temporary sign, so the inspectors can locate the project. It is the owner's responsibility, or someone they designate, to call for inspections at least 24 hours before needed for scheduling. The number to call for inspections is **316-322-4381**. Inspections include, but are not limited to, footings, foundation walls, framing, electrical and plumbing rough-ins and finals, finish work and final inspections.

A dwelling may not be occupied without first receiving a final inspection and a Certificate of Occupancy.

ITEMS TO SUBMIT WITH PERMITS APPLICATIONS

Plot Plan - Foundation Plan - Electrical Plan – Plumbing Plan - Framing Plan - Mechanical Plan

FEES

Per attached

Questions, contact the city office 316-778-1625

Useful Links:

[City Building Code](#)

[City Plumbing Code](#)

[City Electrical Code](#)

[Moving Buildings](#)

[City Mechanical Code](#)

[City Water Code](#)

[City Sewer Code](#)

[City Planning/Zoning/Building website](#) (available forms and building standards)

BUILDING PERMIT FEES

City of Benton, Kansas

Total Valuation	Permit Fee	Total Valuation	Permit Fee
\$ 1 - 1,000	\$ 12.50	\$ 8,000 - 9,000	\$ 83.00
\$ 1,001 - 1,100	\$ 14.25	\$ 9,001 - 10,000	\$ 91.00
\$ 1,101 - 1,200	\$ 16.00	\$ 10,001 - 11,000	\$ 99.00
\$ 1,201 - 1,300	\$ 17.75	\$ 11,001 - 12,000	\$ 107.00
\$ 1,301 - 1,400	\$ 19.50	\$ 12,001 - 13,000	\$ 115.00
\$ 1,401 - 1,500	\$ 21.25	\$ 13,001 - 14,000	\$ 123.00
\$ 1,501 - 1,600	\$ 23.00	\$ 14,001 - 15,000	\$ 131.00
\$ 1,601 - 1,700	\$ 24.75	\$ 15,001 - 16,000	\$ 139.00
\$ 1,701 - 1,800	\$ 26.50	\$ 16,001 - 17,000	\$ 147.00
\$ 1,801 - 1,900	\$ 28.25	\$ 17,001 - 18,000	\$ 155.00
\$ 1,901 - 2,000	\$ 30.00	\$ 18,001 - 19,000	\$ 163.00
\$ 2,001 - 3,000	\$ 35.00	\$ 19,001 - 20,000	\$ 171.00
\$ 3,001 - 4,000	\$ 43.00	\$ 20,001 - 21,000	\$ 179.00
\$ 4,001 - 5,000	\$ 51.00	\$ 21,001 - 22,000	\$ 187.00
\$ 5,001 - 6,000	\$ 59.00	\$ 22,001 - 23,000	\$ 195.00
\$ 6,001 - 7,000	\$ 67.00	\$ 23,001 - 24,000	\$ 203.00
\$ 7,001 - 8,000	\$ 75.00	\$ 24,001 - 25,000	\$ 211.00

Total Valuation	Permit Fee
\$ 1.00 to \$ 1,000.00	\$ 12.50 flat fee
\$ 1,001.00 to \$ 2,000.00	\$ 12.50 for the first \$1000.00, plus \$ 1.75 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$ 2,001.00 to \$ 25,000.00	\$ 27.00 for the first \$2,000.00, plus \$ 8.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$ 25,001.00 to \$ 50,000.00	\$ 250.00 for the first \$25,000.00, plus \$ 3.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$ 50,001.00 to \$ 100,000.00	\$ 500.00 for the first \$50,000.00, plus \$ 2.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$ 100,001.00 to \$ 500,000.00	\$ 2,500.00 for the first \$100,000.00, plus \$ 2.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$ 500,001.00 to \$ 1,000,000.00	\$ 5,000.00 for the first \$500,000.00, plus \$ 1.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$ 1,000,001.00 to and up	\$ 6,000.00 for the first \$1,000,000.00, plus for \$ 1.00 each additional \$1,000.00 or fraction thereof.



APPLICATION FOR ZONING PERMIT

City of Benton
154 S Main ST- PO Box 388
Benton, KS 67017

Phone: (316) 778-1625

Fax: (316) 778-1687

Visit us at: www.bentonks.org

EMAIL: cityclerk@bentonks.org

Office Use PERMIT NO. _____

ZONING DISTRICT: _____

Name of Owner _____

Address: _____ Phone _____

Name of Contractor as Agent of Owner _____

Address: _____

Street Address or General Location of Property: _____

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

Type of Work: Construct _____ Structurally Alter _____ Move _____ Other _____

Existing Use _____ Proposed Use _____

Zoning Lot Data: Frontage _____ Feet Width _____ Feet

Depth _____ Feet Area _____ Sq. Feet

<u>Building Information</u>	<u>Principle Structure/Use</u>	<u>Accessory Structure/Use</u>
Width (Feet)	_____	_____
Depth (Feet)	_____	_____
Floors (Number/Height Ft.)	_____	_____
Total Floor Area (Sq. FT.)	_____	_____
Total Lot Coverage (%)	_____	_____
Dwelling Units (Number)	_____	_____
Surface Area Signs (Sq. Ft.)	_____	_____
Sign with Largest Area (Sq. FT.)	_____	_____

Maximum Height of Sign (Ft.) _____

Height/Percent of Open Space of Front Yard _____

Setback Information

Front Yard (Ft.) _____

Front/Side Yard (Ft.)* ** _____

Rear Yard (Ft.) _____

* Should be calculated at the required front yard setback line

**Corner lots have two or more front yards

Water Supply _____ Sewage Disposal _____

Number of Permanent Off-Street parking spaces _____

Plot plan of lot, structure(s), parking space(s) and driveway(s) attached: Yes ____ No ____

The undersigned hereby certifies that (1) They have read and understand the accompanying form entitled "Instruction to the applicant filing for a zoning permit and/or occupancy certificate; (2) the information give herein is correct; (3) They agree to comply with all provisions of the zoning regulations; (4) all right-of-ways, easements, setback lines, access controls and other building or use restrictions as shown on a recorded plat or separate instrument are accurately indicated to scale on the attached plot plan (5) Except for permitted grading, no construction has been initiated on the zoning lot; and (6) They understand that any permit or certificate issued upon false statement of any fact which is material to the issuance hereof shall be null and void.

_____ Date

Signature

Zoning Regulations link [click here](#)

PLOT PLAN

Plot plan for application for Zoning Permit of _____ Date _____
Applicant

In addition to the data required by Section 2 of the instructions to the applicant for requesting a zoning permit, the applicant must show on the plan below the adjacent street names, the scale and an arrow pointing north. **Setbacks for yards must be measured from the lot lines for the property.**

Scale = _____

A large grid for drawing the plot plan, consisting of 30 columns and 30 rows of small squares.



APPLICATION FOR BUILDING PERMIT

City of Benton
154 S Main ST- PO Box 388
Benton, KS 67017

Phone: (316) 778-1625

Fax: (316) 778-1687

Visit us at: www.bentonks.org

EMAIL: cityclerk@bentonks.org

Estimated Value of Project: \$ _____

Landowner: _____ Phone: _____

Jobsite Address: _____ City _____

Permit Mailing Address: _____ City _____

State _____ Zip _____

*Currently Licensed in Butler County
Office verified*

<input type="checkbox"/>	General Contractor _____	Phone: _____
<input type="checkbox"/>	Foundation _____	Phone: _____
<input type="checkbox"/>	Electrician _____	Phone: _____
<input type="checkbox"/>	Plumber _____	Phone: _____
<input type="checkbox"/>	HVAC _____	Phone: _____
<input type="checkbox"/>	Other _____	Phone: _____

PROPOSED USE

Single Family Commercial Accessory Structure Ag Building Other _____

TYPE OF PROJECT

New Home Manufactured Home Addition Remodel Plumbing HVAC Electrical
 Other _____ **Estimated Date work will begin** _____

Work Description: _____ Dimensions: _____ x _____

Basement Dimensions _____ x _____

Class of Occupancy _____ Class of Construction _____

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 SPECIFIED HEREIN OR NOT.

ISSUANCE OF A BUILDING PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER FEDERAL, STATE, OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Detailed plans/drawings are attached to this application

X Applicant Signature _____ Owner Date _____

[Building Code link click here](#)