Planning & Zoning Department



Doniphan County Courthouse PO Box 370 Troy, Kansas 66087

www.dpcountyks.com/zoning

Phone: 785-985-2229 Fax: 785-985-3784

Building Permit Process

Doniphan County requires building permits for construction. Building permits are not required for roofing or repair/remodeling on exterior or interior of the home. Additions and New Buildings require a permit.

Doniphan County does not have building codes and therefore no building inspections are done with the exception of septic and wastewater systems. No certificate of occupation are issued. It is recommended building accord to the International Building Code, but no enforcement is done.

Staff have seven (7) working days, from the day a complete Building Permit application is submitted, to process the permit. Construction must be completed in one year from the date of issuance.

The following information must be supplied by all applicants when applying for a Building Permit

- **Proposed structure's distance from ALL property lines.** Applicant must bring in a site plan. The Property owner is responsible for ensuring accuracy of property lines for accurate setback distances.
- **Type of Structure:** Ex dwelling, shop, commercial
- Proposed Use of Structure
- Foundation and Frame type of proposed structure
- Estimated cost of proposed structure
- Dimensions of Proposed Structure, along with the proposed sq. ft. of living area (if applicable)
- Number of Bedroom/Baths (if applicable)
- **Proposed sewage system type (if applicable)*** The Northeast KS Environmental Services (NEKES) (785-985-2778) can help determine. Additional fees will apply.
- **Proposed location of new driveway (if applicable)** If proposing a new driveway, the Road and Bridge Department (785-985-3535) will work with the applicant on establishing on county roadways. Driveways proposed on state highways must work with KDOT (785-486-2142). Additional fees may apply.
- **911 Address** The 911 Coordinator in the Register of Deeds Office (785-985-3932) will issue all 911 addresses.
- * A building permit will not be issued until a wastewater permit has been approved by NEKES and received by the Planning & Zoning Office.



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Building Permit Application

Please complete **ALL PAGES** of this application for **ALL PERMITS**. Please refer to the building permit process sheet for the other materials required as part of this application. (**Gray areas on the application to be filled out by staff**)

Quick Ref ID #: Zoning: PERMIT #:					
Owner Name:		Contractor:			
Mailing Address:		Address:			
City State Zip Code		City State Zip Code			
Mail Permit to:Owner _	Cor	Both			
Property Information					
Physical Address of Property (if different than mailing address):					
Additional Property Information (staff will fill out):					
Legal Description of Land:					
Section: Township: Range: Z	Coning: _	Ac	reage:		
Type of Improvement:		Improvement	Estimates:		
New DwellingReplacement Dwelling:Still Existing		Cost of Improvement: \$			
Already Removed		(PLEASE BE ACCURATE – This is for our office			
ShedGarage: Attached or Detached (Circle	Garage: Attached or Detached (Circle One)		ONLY and is not used for tax purposes)		
CarportStorage Building	Total Structure Dimensions:				
DeckPorch: Open or Enclosed (Circle One)		Total Sq. Ft of Living Area:			
Residential AdditionAccessory Addition		Dimensions of Attached Garage:			
Commercial Addition		Basement: Finished or Unfinished (Circle One)			
_Accessory (Other)		Number of Stories:			
ACRE / SETBACK REQUIREMENTS					
Zoning District Acreage Required		Front Yard	Side Yard	Back Yard	
A-1 2/5 R-O 2		30/20* 30	20 20	20 20	
	2 2		20 15	25 25	
Industrial 5			30	20/40**	
Planned Overlay 2			15	25	
* 30' setback for residential uses/20' for non-residential uses. 100' from existing right-of-way of US 36, K-7, K-20, & K-120 Highways ** 40' setback if abutting agricultural or residential property					
Proposed Use of Structure:					
Floodplain: YES or NO (IF YES, what zone and will they be buildi	ng in it?)				

Dwelling Type	Construction Details			
Site Built Dwelling	Foundation Type:			
Modular Home	Slab on GradeWalk outOther			
Residential Design Manufactured Home	Full BasementCrawl Space			
Singlewide Manufactured Home	Frame Type:			
Temporary dwelling – special permitting required Type:	WoodReinforced ConcreteOther			
	Pole Structural Steel			
Dwelling Unit Information:	Entrance Details:			
No. of Bedrooms	Driveway:			
No. of Bathrooms	New*Existing: (Same Use or Conversion)			
No. of Half Bathrooms	*A new driveway on a county road requires a Road & Bridge			
If building an addition, what will the addition be used for?	consultation; along a state highway requires a KDOT consultation			
	Additional Notes (if needed)			
Owner/Agent Certifications – Initial next to the fo	bllowing statements (If not applicable, write N/A)			
The placement/construction of the above indicated structure will occur within the setbacks of this property's wastewater system and adhere to the Doniphan County Sanitary Code.				
The use of the structure is as indicated and that any information regarding a change of use of the proposed structure will be brought to the Planning & Zoning Department's attention.				
I am the property owner of record.				
I am attesting that the information I have provided in this application and on the attached site plan is accurate in all respects.				
Signature of Owner:	Application Date:/			
Owner printed name:				
For Office Use Only				
	ere received at the office of the Zoning Administrator on this has been examined and found to be complete and accompanied			
Approved by: T	Title: Date:/			