

STONE COUNTY RESIDENTIAL BUILDING PERMIT APPLICATION

JOY WILSON, DIRECTOR

Return form to:  
PO Box 301, Galena, MO 65656  
Phone: (417) 357-8402

Filing fee: \_\_\_\_\_  
SBP: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

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

911 Address to Building Site: \_\_\_\_\_

Detailed Directions to Building Site: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ Acreage: \_\_\_\_\_

Real Estate Tax: \_\_\_\_\_ Health Department Septic #: \_\_\_\_\_

Fire Protection District: \_\_\_\_\_ Electric Co-op: \_\_\_\_\_ School District: \_\_\_\_\_

Type of Structure: \_\_\_\_\_ Stories Above Ground: \_\_\_\_\_ New Home? [ ] Is Site Staked Out? [ ]

Size of Structure: \_\_\_\_\_ square feet. Estimated Cost: \$ \_\_\_\_\_

List all other Structures on property: \_\_\_\_\_

Will this structure be used for Short Term rental [ ] Yes [ ] No

**This building application requires a site plan that shows the location of all structures existing and proposed, also setbacks from the property lines to the proposed structure.**

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

"Notice: The disposal of demolition waste is regulated by the Department of Natural Resources under Chapter 280 RSMo. Such wastes in types and quantities established by the department, shall be taken to a demolition landfill or a sanitary landfill for disposal" This permit does not exempt the owner from any recorded restrictions.

**CONTACT THE STONE COUNTY FIRE MARSHAL BEFORE BUILDING ANY NEW STRUCTURES  
CONTACT THE AREA ELECTRIC CO-OP BEFORE DIGGING  
Stone County Building permit will expire 6 months from purchase date.**

IF THE APPLICANT AND OWNER ARE THE SAME, FILL IN OWNER'S NAME, ADDRESS AND PHONE NUMBERS ONLY.

**LOCATION:** GOOD DIRECTIONS – INSPECTOR WILL COME OUT TO PROPERTY.

**LEGAL DESCRIPTION**

**SECTION, TOWNSHIP AND RANGE:** IF THIS IS NOT ON YOUR DEED, THE STAFF WILL HELP YOU.

**ACREAGE:** DO NOT FILL THIS IN IF IT IS A LOT IN A SUBDIVISION.

**REAL ESTATE PROPERTY #:** THIS CAN BE FOUND IN THE UPPER LEFT HAND CORNER OF YOUR COUNTY TAX STATEMENT.

**SEWER OR HEALTH DEPARTMENT PERMIT:** NAME OF CITY OR SUBDIVISION SEWER PLANT. IF NOT ON SEWER YOU MUST HAVE A HEALTH DEPARTMENT PERMIT PRIOR TO THE BUILDING PERMIT.

**FIRE OR SCHOOL DISTRICT:** NAME OF FIRE AND SCHOOL DISTRICT

**STRUCTURE:** (HOUSE, MFG HOME, GARAGE, STORAGE, COMMERCIAL AND INDUSTRIAL)

**SIZE/STRUCTURE:** SQUARE FEET OF FOOTPRINT (INCLUDE DECKS, PORCHES AND GARAGE.)

**OTHER BLDGS:** IF THERE IS ANOTHER DWELLING ON THIS PROPERTY, YOU MAY NEED TO APPLY FOR A CHANGE IN LAND USE.

**COST:** 20 CENTS PER SQUARE FEET OF THE FOOTPRINT. **ANY CONCRETE POURED OR CONSTRUCTION STARTED BEFORE APPROVAL, FEE WILL BE DOUBLED.**

**REVERSE SIDE:** SET BACK REQUIREMENTS ARE 25' FROM THE FRONT AND BACK, AND 10 FEET FROM EACH SIDE. IF MEASURING FROM THE ROAD, BE SURE YOU MEASURE FROM THE ROAD EASMENT. **CORP OF ENGINEERS LINE:** 25' FROM ANY CORP OF ENGINEERS PROPERTY LINE. NO DETACHED STRUCTURE SHALL BE BUILT CLOSER THAN 10 FEET FROM PRINCIPLE STRUCTURE. INSPECTIONS WILL BE MADE BEFORE CONSTRUCTION CAN START.

IF A NEW ACCESS TO YOUR PROPERTY FROM A COUNTY ROAD IS REQUIRED, PLEASE CONTACT THE COUNTY ROAD FOREMAN IN THAT AREA.

**NORTH ROAD & BRIDGE:** MIKE KEITHLEY (417) 369-6333

**MIDDLE ROAD & BRIDGE:** RANDY BURKE (417) 357-6804

**SOUTH ROAD & BRIDGE:** BOB HAZEN (417) 779-3413

# NOTICE

BUILDING PERMIT  
APPLICANTS

## HAVE YOUR SITE STAKED OUT

DUE TO THE INCREASED NUMBER  
OF BUILDING APPLICATIONS, IT  
MAY TAKE OUR INSPECTOR UP  
TO 5 (FIVE) WORKING DAYS TO  
COME OUT TO YOUR PROPERTY.

IF OUR INSPECTOR COMES TO  
YOUR PROPERTY AND IT IS NOT  
STAKED, IT MAY DELAY YOUR  
APPLICATION ANOTHER WEEK.