

# City of Trenton

## Building Permit Instructions

This information has been compiled from the current building and zoning ordinance of the City of Trenton for your information. It is not complete nor is it intended to be complete. A complete copy is available for your viewing at City Hall.

### Items to be submitted for permit and plan review:

- ◆ Completed Building Permit Application
- ◆ A plot plan showing all measurements of existing and completed structures and distances between structures (new and existing) to property lines.
- ◆ Working set of construction plans

**Application for Permit:** Building permit application shall be filled out fully and submitted to City Hall; including drawings and blueprints, for review prior to work being started. The information is reviewed to ensure it complies with existing building codes and zoning regulations. Allow a minimum of 10 business days for a review of the permit and notification of approval or denial of permit.

**Determination of Property Lines:** The City of Trenton accepts no responsibility in determining the location of property lines.

It shall be the responsibility of the property owner to ensure that permits and approvals are secured and posted prior to work commencing. A property owner may authorize a contractor to obtain the permits, but the property owner is ultimately responsible. Failure to obtain necessary permits could result in fines assessed to the property owner.

## Building Permit Fees

**SEE ATTACHED FEE SCHEDULE**

### New Construction & Additions

**Plans and work to be completed to the following adopted codes:**

2015 International Residential Code  
2015 International Building Code  
2015 International Fire Code  
2015 International Property Maintenance Code  
2015 International Plumbing Code  
2014 International National Electrical Code  
2015 International Mechanical Code  
2015 International Energy Conservation Code  
2015 International Fuel Gas Code  
2015 International Existing Building Code  
2015 A117.1-2009 Accessibility Code

*(See reverse side for contractor information)*

# **Building Inspections**

**Please contact one of the following individuals for inspection of project.**

**Donnie Vandevender 359-2013**

**Inspector shall have a 24-hour notice. Building inspector must inspect each of the following items that apply to your project before proceeding to the next step. Inspection will be done on business days only. No inspections will be done on weekends or holidays.**

- 1. Inspect footings and/or piers after the footing forms and reinforcement are in place and before concrete is poured.**
- 2. Inspect foundation walls after forms are set and reinforcement is in place and before concrete is poured.**
- 3. Inspect concrete slab when base, reinforcement and vapor barrier (when required) are in place and before concrete is poured.**
- 4. Inspect when all framing is complete and all electrical wiring, plumbing, heating ducts and other mechanical equipment are installed and before wallboard or insulation is installed.**
- 5. The final inspection is made after all glazing, egress doors and windows, guardrails, smoke detectors, interior wallboard, wall coverings, exterior siding and safety equipment are installed and the building is ready for occupancy.**

**For questions or more information, please contact our Building Inspector Donnie Vandevender.**

**Revised 8-8-2018**

## PERMIT FEE SCHEDULE

### RIGHT OF WAY PERMITS

All work inside of City of Trenton right of way except telecommunication construction.....\$50.00

Telecommunication construction inside of City of Trenton right of way..... \$250.00

### BUILDING PERMITS

Residential Construction, Remodeling, Manufactured Home, etc.

Fee..... \$0.00- \$1,000.00..... \$35.00 Base Fee plus \$5.00 @ thousand thereof

Commercial Construction, Remodeling, Signs, Grading/Storm Drainage, etc.

Fee.....\$0.00-\$1,000.00..... \$50.00 Base Fee plus \$6.00 @ thousand thereof

New Construction permit fees will use ICC BVD Table X 80% for our area valuation X

1. Group U; i.e., residential garages and misc. X \$4.00/\$1,000.00 of construction cost

2. Group R-3; 1 & 2 family X \$ 2.00/\$1,000.00 of construction cost

2. All other Groups X \$3.00/\$1,000.00 of construction cost

### PLAN REVIEW FEES

Structural, electrical, plumbing, and HVAC review fees .0010 X construction cost

Life safety, sprinklers, and other review fees .0005 X construction cost

Minimum plan review fee \$ 100.00

Miscellaneous building permits.

1. Sidewalks.....\$35.00

2. Building Moving.....\$50.00

Demolition permits:

1. Residential accessory structures: i.e., sheds/garages.....\$10.00

2. Residential structures.....\$25.00

3. Commercial structures.....\$50.00

4. Any fire damaged structure.....\$ 0.00

PERMITS EXPIRE AFTER 180 DAYS

Revised 5-1-2018



APPLICATION FOR BUILDING PERMIT  
CITY OF TRENTON

Date \_\_\_\_\_

Permit No. \_\_\_\_\_

To the Building Inspector:

Application is hereby made for a permit to perform the following class of work:

- New Construction                       Alteration                       Addition                       Sign
- Sidewalks                                   Driveways                       Modular/Manufactured Homes
- Other \_\_\_\_\_

Type of work is:                       Residential                       Commercial

Construction Information:

Building Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_                      Work Phone #: \_\_\_\_\_

Total Cost of Project: \$ \_\_\_\_\_                      Amount of Permit: \$ \_\_\_\_\_

*(Please fill out Plot plan on the reverse side)*

Zoning Classification (Circle one):

R-1   R-2   R-3   R-4   R-5   B-1   B-2   B-3   B-4   MU   I1   I2   P/SP

All Business Licenses for the City of Trenton is required before any permit will be issued.

General Contractor \_\_\_\_\_

Business Licensed Obtained?  Yes     No                      Phone: \_\_\_\_\_

Sub-Contractor \_\_\_\_\_

Business Licensed Obtained?  Yes     No                      Phone: \_\_\_\_\_

Sub Contractor \_\_\_\_\_

Business Licensed Obtained?  Yes     No                      Phone: \_\_\_\_\_

Please check that all contractors have the following:

- Liability insurance required in the amount of \$1,000,000
- Performance bond required. Must be a minimum of \$10,000

The applicant hereby agrees to abide by and comply with the conditions of all current adopted codes and Zoning Ordinances of Trenton, Missouri. In addition all expenses incurred by plan review are borne by applicant.

\_\_\_\_\_  
(Owner – type or print name)

\_\_\_\_\_  
(Applicant (if different from owner – type or print name)

\_\_\_\_\_  
(signature of applicant)

For office use only:

Approved                       Denied                      Review Date \_\_\_\_\_

Building Inspector signature: \_\_\_\_\_

Remarks \_\_\_\_\_

Water & Sewer Approval \_\_\_\_\_ (Kenny Ricketts)

Electricity Approval \_\_\_\_\_ (Mark Newton)

Street Approval \_\_\_\_\_ (Martin Scheib)

Fire Approval \_\_\_\_\_ (Brandon Gibler)

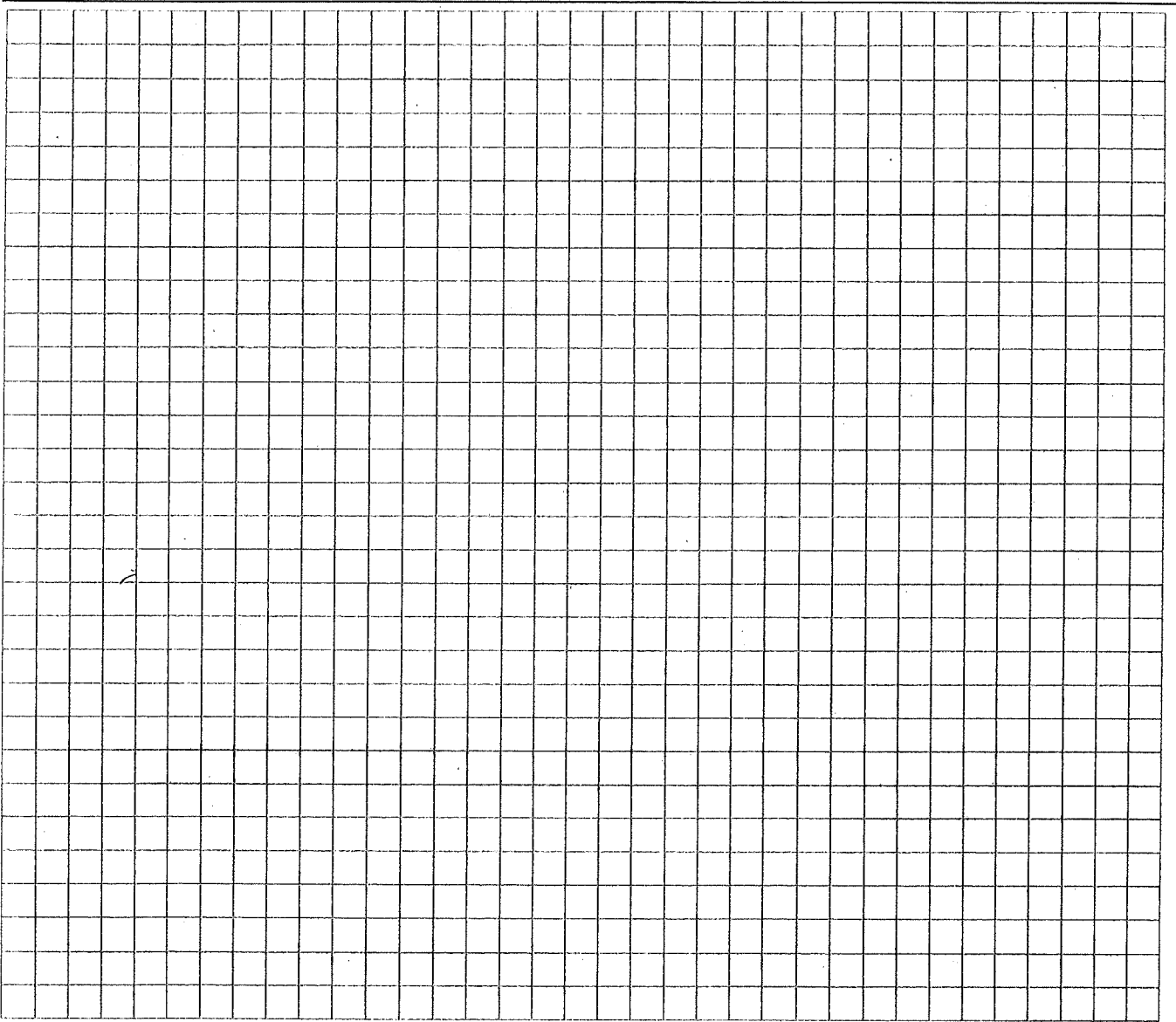
### PLOT PLAN

A diagram of your property shall be drawn showing existing buildings and proposed improvements. Distances from property lines to structures shall be clearly marked.

An architect's drawings and site plans would be preferred for this sheet if available.

Property fronts what Street? \_\_\_\_\_

Draw diagram below, be sure to use scale. (i.e. 1 block = 5 feet, 1 block = 10 feet, etc)



Scale: 1 Block = \_\_\_\_\_

Total Square Footage: \_\_\_\_\_



*City of Trenton*  
*Trenton Municipal Utilities*  
1100 Main St  
Trenton MO 64683  
660-359-2013 ~ 660-359-2281 ~ Fax: 660-359-2284  
www.trentonmo.com

# MANDATORY REGULATIONS

## Acknowledgement of Inspections

Building Site Address: \_\_\_\_\_

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

- 1) Pre-inspection at building site before permitting
- 2) Building site staked out to check set backs
- 3) Prep work just before all pours of concrete
- 4) All frame work/open wall/pre-sheetrock
- 5) Rough ins of all electrical, plumbing and HVAC installations
- 6) All exterior utility inspections with TMU
- 7) Safety installations
- 8) Final structure, electrical, plumbing, HVAC, and safety
- 9) Driveway approach that connect to MODOT will meet MODOT requirements
- 10) Request all final inspections, testing, and certifications before final Occupancy Permit will be issued.
- 11) All inspections will be completed by this department unless otherwise noted.

All work performed will meet all adopted codes and ordinances.

**I or my contractor will call 24 hours before an inspection is needed.**

Acknowledgement and Agreement to Regulations listed above

\_\_\_\_\_  
Signature of Owner or Contractor

\_\_\_\_\_  
Date

Revised: 2/27/2013

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*City of Trenton*  
*Trenton Municipal Utilities*

1100 Main St

Trenton MO 64683

660-359-4310 ~ 660-359-2281 ~ Fax: 660-359-2284

www.trentonmo.com

April 10, 2018

**PLAN REQUIREMENTS FOR COMMERCIAL PROJECTS PER  
INTERNATIONAL BUILDING CODE**

- 1) Site plan including; topographic & boundary survey, existing & proposed contours, site grading, storm drainage, water mains, sanitary sewer mains, driveways & parking areas.
- 2) Project data, codes & zoning information page.
- 3) Foundation plan.
- 4) Floor plans of each elevation.
- 5) Exterior elevations of all sides of structure (s).
- 6) Cut views and details of building sections including all elements of construction from the footings to the roof line.
- 7) Roof framing plan and detail.
- 8) Door, window, and room finish schedule.
- 9) Mechanical plan.
- 10) Electrical plan with lighting and emergency lighting.
- 11) Plumbing Plan.
- 12) Fire protection plan consisting of shop drawings of sprinkler plan, drawings, water flow calculations, annunciators, etc.
- 13) Accessibility requirements.
- 14) All plans shall be signed & sealed by a registered professional engineer or architects licensed in the State of Missouri.

Signed,

A handwritten signature in black ink that reads 'Donnie Vandevender'.

Donnie Vandevender

Codes Enforcement Officer

Cc: Ron Urton, P.E.

City Administer/TMU Director