

Planning



Department

RESIDENTIAL BUILDING PERMIT APPLICATION

Please submit a drawing of the project with this application. All new construction and exterior building additions require a site plan drawing. Interior building projects only require interior plans. This permit application must be approved before building can begin. After the project is finished, the applicant must request an inspection to ensure it was properly built as permitted.

Address of Building Project: _____

Name of Property Owner or Property Manager: _____

Phone Number of Property Owner or Property Manager: _____

Email of Property Owner or Property Manager: _____

Is this project for a single-family house? _____ Are you the homeowner of this single-family house and wishing to do the work yourself, without a contractor? _____ If yes, sign the statement below.

My signature here indicates that I am the homeowner and will be doing the work myself. I will not hire a contractor or any person to do this work. Any help I receive will be performed under my supervision. I will build this according to all applicable codes that the City of Horn Lake has adopted. I will take all responsibility for the quality of this construction. If the building inspector determines that I do not possess the necessary skills to build this project properly, then I will be ordered to stop working and will be required to hire a contractor that holds a license with the City of Horn Lake.

Homeowner Signature: _____

Printed Name of Homeowner: _____

Name of Contractor Company: _____

Address of Contractor Company: _____

Phone Number of Contractor Company: _____

Email of Contractor Company: _____

The building permit fee is determined by calculating the project valuation first and then referencing the chart below.

Square footage of the project area: _____

Indicate which one of the following best describes this project:

- Completely New Structure ----- valuation = \$40 per square foot
- Building Addition ----- valuation = \$40 per square foot
- Enclosure of Carport, Porch, Patio, or Deck ----- valuation = \$30 per square foot
- Interior Renovation or Roof Replacement ----- valuation = \$20 per square foot

PROJECT VALUATION	BUILDING PERMIT FEE
\$0-\$50,000	\$15 for the first \$1,000 plus \$5 for each additional thousand or fraction thereof.
\$50,000 - \$100,000	\$250 for the first \$50,000 plus \$4 for each additional thousand or fraction thereof.
\$100,000 - \$500,000	\$460 for the first \$100,000 plus \$3 for each additional thousand or fraction thereof.
\$500,000 - \$1,000,000	\$1,660 for the first \$500,000 plus \$2 for each additional thousand or fraction thereof.
\$1,000,000 - \$5,000,000	\$2,660 for the first \$1,000,000 plus \$1.50 for each additional thousand or fraction thereof.
\$5,000,000 +	\$8,660 for the first \$5,000,000 plus \$1 for each additional thousand or fraction thereof.

Project Valuation: \$ _____ Permit Fee: \$ _____

Contractor Signature: _____

Printed Name of Contractor: _____

FOR OFFICE USE ONLY
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Card
Amount Paid: _____
Date: _____