



City of Odessa

Building Permit Application

228 S Second St • PO Box 128 • Odessa, MO 64076
Phone: 816-230-5577 • cityofodessamo.com

PROJECT LOCATION INFORMATION

Project Address		Legal Description or Parcel ID	
Property Owner	Phone Number	Email	
Property Owner Mailing Address	City	State	ZIP Code
Applicant Name	Phone Number	Email	
Applicant Mailing Address	City	State	ZIP Code

CONTRACTOR INFORMATION – ATTACH ADDITIONAL CONTRACTORS IF NECESSARY

General Contractor	Contact Name	Phone Number	Email
General Contractor Mailing Address	City	State	ZIP Code
Mechanical Contractor	Contact Name	Phone Number	Email
Electrical Contractor	Contact Name	Phone Number	Email
Plumbing Contractor	Contact Name	Phone Number	Email

Business License #

TYPE OF PERMIT

TYPE

- ☐ Electrical
- ☐ HVAC
- ☐ Plumbing
- ☐ Sewer
- ☐ New Structure
- ☐ Addition/Alteration
- ☐ Solar Panels
- ☐ Demolition
- ☐ Deck
- ☐ Storage Shed
- ☐ Garage
- ☐ Other:

- ☐ Fence

Linear ft of fencing

Fence height

Fence material

Pool or spa enclosure

CATEGORY (SELECT)

Yes No

TYPE OF STRUCTURE

- ☐ Single Family Dwelling
- ☐ Two Family Dwelling
- ☐ Multi-Family Dwelling
- ☐ Commercial
- ☐ Industrial

- ☐ Garage Pre-Fab
- ☐ Shed Pre-Fab

of units

SIZE OF PROJECT – square footage

- Living
- Garage
- Unfinished Area
- Office
- Retail
- Commercial
- Industrial

Total Square Ft

DEMOLITION

() Gas () Electric

Utility Disconnect Confirmation

Water Sewer Capped

Total Construction Cost

\$

OFFICE USE ONLY

Permit #

Fee

UTILITIES AND SERVICES REQUIRED

Water Meters

SIZE QUANTITY

3/4"

1"

2"

3"

4"

6"

Sewer System Development

NUMBER OF UNITS/TENANT SPACES

Electrical Service

TYPE (SELECT):

- ☐ Temporary Service
☐ 200 Amp single phase
☐ Subpanel
☐ Generator
☐ Transformer (specsrequired)

Will you be using the Right-of-Way?

Yes

No (If yes, include additional application)

Will this project require temporary traffic control?

Yes

No (If yes, include additional application)

Water Taps

SIZE QUANTITY

3/4"

1"

2"

* tap to be completed by contractor -

FENCE

You may place your fence on the property line but you must know exactly where the property line is located. If you are unsure, you may need to obtain a survey.

**** A SITE PLAN MUST BE INCLUDED WITH THIS APPLICATION THAT SHOWS THE PROPERTY LINES AND FENCE MEASUREMENTS****

DETAILED WRITTEN DESCRIPTION OF PROJECT

I hereby certify that I am an authorized agent of the owner and have the owner's consent to enter onto the property to complete the work. As the authorized agent for the owner I grant the Building Official the authority to enter areas covered by the permit. After close review of this application, I further certify that the information provided is true and correct to the best of my knowledge and that the work shall comply with all provisions of laws and ordinances, whether specified or not. The grant of permit does not presume to give authority to violate or cancel the provisions of any federal, state or local law regulating construction or the performance of construction.

If the property of record resides within a Homeowner's Association, please contact the HOA to assure your plans are in accordance with the covenants of the HOA.

An issued permit becomes invalid if the work on the site authorized by the permit does not commence within 180 days of issuance, or if the work on the site is incomplete due to suspension or abandonment 180 days after the work commenced.

Signature of Applicant

Printed Name

Date

Email

☐ Property Owner

☐ Applicant

Phone Number

☐ Contractor

☐ Agent

Building Official

Date



City of Odessa

Site Plan

Community Development
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APPLICANT:

SITE ADDRESS:

Please include all of the following:

property lines – setbacks – structures on your property and their dimensions – streets – alleys – sidewalks –
type of addition and height – post size – footing depth and width – easements