



FOR THE UNINCORPORATED TERRITORY OF DOUGLAS COUNTY, KANSAS

3755 E 25th Street, Lawrence, KS 66046

785.331.1343

ALL CONSTRUCTION SHALL BE BUILT IN ACCORDANCE WITH STANDARDS SET FORTH IN THE 2018 International Building Code (IBC), the 2018 International Residential Code (IRC), 2018 International Fuel Gas Code (IFGC), 2018 International Mechanical Code (IMC), 2018 International Plumbing Code (IPC), and 2017 National Electrical Code (NEC).

The following REQUIREMENTS MUST be provided to the Douglas County Zoning and Codes, prior to obtaining a building permit.

1. Approval of sewage disposal system and water supply must be secured from the Douglas County Health Department, located at 200 Maine Street, Suite B, Lawrence, KS. **Phone Number** is 785-843-3060. **Email** ehinfo@ldchealth.org.
2. Approval for a new water meter for New Single Family Residential Dwelling. Approval for a new water meter or to connect to the existing meter for a Residential Accessory Dwelling unit, from the servicing rural water district.
3. Approval of the road access entrance from the Douglas County Public Works Department, Kansas Department of Transportation, and/or Township Board, as appropriate.
4. A plot plan and recorded boundary survey plat (prepared by a licensed land surveyor). Plot Plan is required to show the following information: (See attachment for sample site plan).
 - A. Direction-North Arrow
 - B. Name and Address of Applicant
 - C. Legal description of property. (Copy of the recorded deed filed at the Douglas County Register of Deeds Office).
 - D. Only one residence is allowed per recorded deed. Land division must conform to Zoning Regulations.
 - E. Location of proposed building in the lot with all dimensions.
 - F. Base setback line and yard setback lines
 - G. Show driveway & distance of driveway to side property lines.
5. Building Permit Application - Completed
6. Two copies of Construction Drawings for ALL buildings, additions, and/or remodels being constructed .
 - A. The construction drawings should contain floor plans, elevations, and a typical wall section. **(Copyright infringement laws will be observed)**.
 - i. The construction drawings shall be a minimum of 11"x17" and legible. It should show all dimensions, including window locations and sizes. The use of ALL rooms and spaces shall be designated.
 - ii. The concrete footing and foundation wall size and reinforcing material shall also be shown. ALL masonry or concrete retaining walls details including heights of unbalanced fill. Engineered may be required.
 - iii. The typical wall section shall show size, spacing, and grade of all lumber to be used (floor joist, wall studs, ceiling joist, rafters and beams). Braced wall locations and type of bracing utilized.
 - iv. Engineered Truss Drawings are required to have the seal of a Kansas Licensed Engineer.
 - v. Complete the energy sheet submitted for conditioned areas of structure or provide Manual J.
7. If applicable, a completed Owner's Authorization Form. This is if the Contractor/Builder is applying for the permit versus the home owner. (See attachment)

MINIMUM REQUIREMENTS FOR SINGLE-FAMILY DWELLINGS FOR RURAL DOUGLAS COUNTY:

Maximum height - 35 feet, 2 1/2 stories

Minimum depth of front yard from base setback line **(See – Exhibit A - Height, Area and Bulk Schedule).**- Plus ½ of Road Right-of-Way.

Minimum Road Frontage – See Chart Below

ARTICLE 5. PUBLIC ROAD ACCESS MANAGEMENT STANDARDS

9-501. The Entrance Spacing Standards For Entrance Permits for platted and unplatted property onto public roads in the unincorporated areas of Douglas County (regardless of which governmental entity maintains the public road) are hereby adopted as follows:

<u>Access Class</u>	(feet) <u>Minimum Frontage</u>	(feet) <u>Desirable Entrance Spacing</u>	(feet) <u>Corner Clearance From Intersection</u>
Freeway:		Subject to KDOT policy	
Principal Arterial:*	1320	1320	820
Minor Arterial:	660	660	600
Major Collector: Posted or design speed (as determined by County Engineer) 55 mph less than 55 mph	660 500	660 500	600 450
Minor Collector:	330	330	250
Local:	250	250	200
*Access to state and federal highways subject to KDOT policy. Some Entrance Spacing Standards concepts are shown on Figure 9-501.			

Notwithstanding the foregoing, no entrance permit other than a field permit may be issued for entrance onto a public road that is then designated a "minimum maintenance road" pursuant to K.S.A. 68-5,102, as amended.
(Res. HR-06-10-7; Res. HR-07-1-1)

Construction within the Special Flood Hazard Area requires a local floodplain development permit. The lowest floor, including basement, elevated one (1) foot above regulatory flood elevation, and (2) feet above regulatory flood elevation if property is located within the Urban Growth Area of Lawrence, KS.

No construction is allowed within the Regulated Floodway area.

Building permit fee is based on total valuation (to include materials and labor cost). Contact the Zoning Office for a quote or visit our website at:

<https://www.douglascountyks.org/depts/zoning-and-codes/media/zoning-and-permit-fees-schedule> for a fee schedule.



REQUIRED INSPECTIONS FOR DOUGLAS COUNTY

ALL CONSTRUCTION SHALL BE BUILT IN ACCORDANCE WITH STANDARDS SET FORTH IN THE 2018 International Building Code (IBC), the 2018 International Residential Code (IRC), 2018 International Fuel Gas Code (IFGC), 2018 International Mechanical Code (IMC), 2018 International Plumbing Code (IPC), and 2017 National Electrical Code (NEC).

Agricultural buildings are exempt from inspections, but require an approved agricultural exemption form on file with Douglas County Zoning and Codes Department.

24 hours notification shall be given to Douglas County Zoning and Codes Department before all required inspections can be made. **Phone Number:** 785-331-1343

* For same day **concrete** inspection, a request must be made by noon for the afternoon inspection.

Required Inspection is as follows:

1. Footing and/or piers (Prior to Pouring Concrete)
2. Foundation (Prior to Pouring Concrete)
3. Temporary Power Poles
4. Under Slab Plumbing (Prior to Pouring Concrete)
5. Rough-in Plumbing
6. Rough-in Electrical and Rough-in Mechanical
7. Garage Portal (prior to concealment)
8. Framing
9. ALL Fireplace and Stove Installations
10. Insulation
11. Drywall (As needed)
12. Permanent Electrical Service
13. **Final Septic System Approval (Douglas County Health Department)**
14. **Final Well Water Supply (Douglas County Health Department) OR**
15. **Final Water Meter Inspection (Rural Water District)**
16. **Final Entrance Permit Approval (Township Trustee, Douglas Co. Public Works, or KDOT)**
17. **Final Inspection (Prior to Occupancy)**



Owner or Agent is responsible for the coordination of all applicable inspections noted above.

I have reviewed, and understand all information noted above.

Owner or Agent

Date

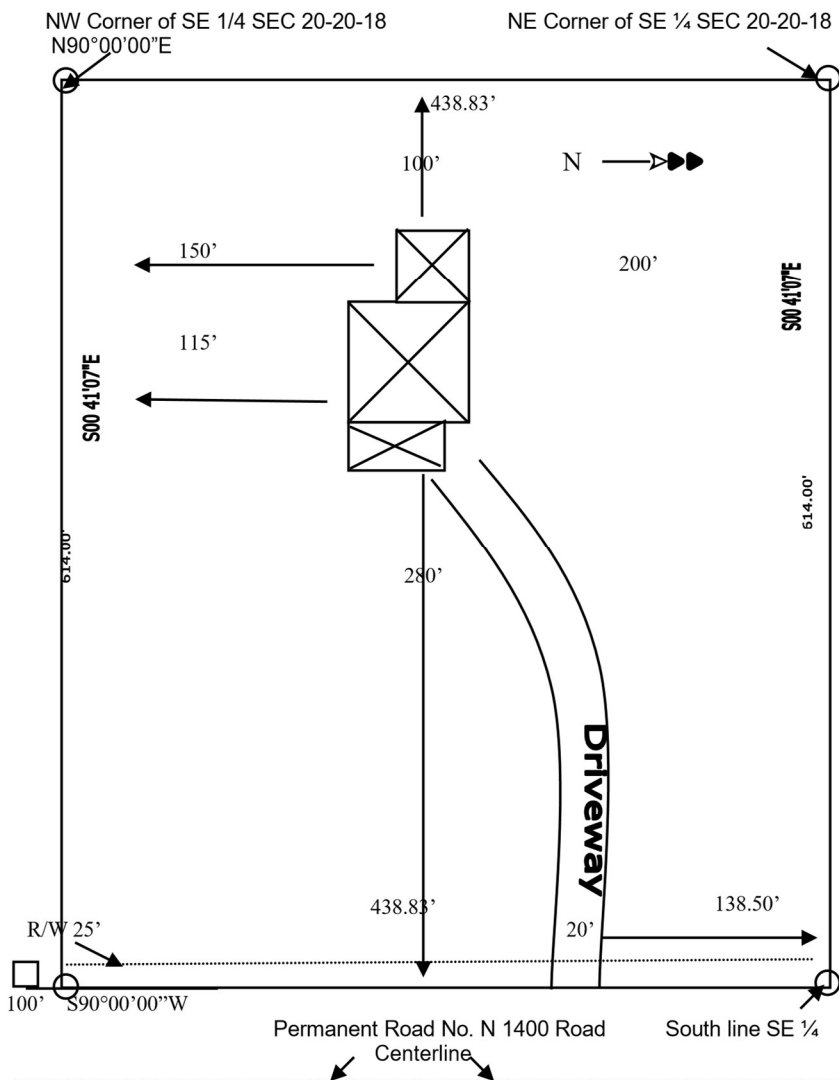
(Please sign that you are aware of all inspection, and that you take full responsibility for notification).

Sample Plot Plan

Bob and Mary Cook
 123 Main St.
 Lawrence, KS 66044
 Ph: 785-838-0001 Cell: 785-393-0011

Contractor
 567 E 27th St.
 Lawrence, KS 66044
 Ph: 785-856-0022 Cell: 785-776-0002

Scale: 1"=200'
 All bearings are assumed



Description:

A parcel of land located in the SE ¼ of Section 20-Range 20-Township 18 of the 6th PM, Douglas County, KS, more particularly described as follows: Beginning at the SE corner of the SE Quarter; thence South 90° 00' 00" W a distance of 709.50 feet to the POB, said PB on the South line of the SE Quarter; thence continuing along said line South 90° 00' 00" West a distance of 438.83 feet; thence North 00° 41' 07" West a distance of 614.00 feet; North 90° 00' 00" East, a distance of 438.83 feet; thence South 00° 41' 07" East a distance of 614.00 feet to the POB, containing 6.18 Acres more or less, subject to public road of right away and easements of record.

Legend:

- Existing ½" rebar by LS-64
- Stone Found (Record Location)
- (POC) Point of Commencement
- (POB) Point of Beginning

Reference Surveys:

Survey by X. X. Smith, LS-64 Dated January 31, 2005. Job No. 8-05

Notes:

* See Exhibit A- Height, Area and Bulk Schedule for Setback Requirements. (HR 06-42)

Setbacks for Accessory Buildings:

Front Setback is the same measurements as residential setback requirements. The side setback measurement is 30' side and rear from the property line.

I hereby certify that this survey was conducted under my direct supervision on _____, 2009, and that all corners were set or found. This survey does not certify ownership or easements.

 (Seal)
 Jane Doe Williams, Surveyor, LS-12

PERMIT NO:



BUILDING PERMIT APPLICATION
Douglas County Zoning & Codes Department
 3755 E 25th Street, Lawrence, KS 66046 Phone: 785-331-1343
 Website: <http://www.douglascountyks.org>
[VOID UNLESS WORK STARTED WITHIN 180 DAYS]

OWNERS Name			PROJECT Address			
Mailing Address			City	State	Zip	
City	State	Zip	Section	Township	Range	Acres
Phone:	Mobile:		Subdivision		Lot	Block
Email:						
GENERAL Contractor			TYPE of Construction			
Address			New Building <input type="checkbox"/> Addition <input type="checkbox"/> Repair/Remodel <input type="checkbox"/>			
City	State	Zip	Move Building <input type="checkbox"/>			
Phone:	Mobile:		TYPE of Building Application			
Email:			Residential <input type="checkbox"/> Accessory Building <input type="checkbox"/> Mobile Home <input type="checkbox"/>			
ELECTRICAL Contractor*			Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing <input type="checkbox"/>			
Address			Deck/Porch <input type="checkbox"/> Others <input type="checkbox"/> Explain			
City	State	Zip	MATERIAL/Description Type			
Phone:	Mobile:		Footing			
			Framing			
PLUMBING Contractor*			Exterior Wall Covering			
Address			Roofing Materials			
City	State	Zip				
Phone:	Mobile:		BUILDING Area/Dimension [Sq. Ft.]			
			First Floor		Second Floor	
MECHANICAL Contractor*			No. of Bedrooms		No. of Baths	
Address			Garage		Basement Yes <input type="checkbox"/> No <input type="checkbox"/>	
City	State	Zip	Basement Finished		Basement Unfinished	
Phone:	Mobile:		Deck/Porch			
			Finished Project			
SIGNATURE/Agent			Unfinished Project			
DATE			TOTAL Project Size [SQ FT]			
COMMENTS:			(Total cost of project to include materials & labor)		\$	
			BUILDING VALUATION			
			UTILITIES - Water District		Well Water <input type="checkbox"/>	
			Gas Co.		Propane <input type="checkbox"/>	
			Electric Co			

*Electrical, Plumbing and Mechanical Contractor shall be licensed pursuant to KSA 12-1508 et.Seq.

Floodplain Area [if applicable]	Flood Elevation [if applicable]	Finish Floor Elevation	Hour Rating [if applicable]
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FOR OFFICE USE ONLY

SITUS ADDRESS:		City	KS	ZIP	
Plate:	PIN		Zoning District		
Septic/Sewer Permit	Attached <input type="checkbox"/>	Final <input type="checkbox"/>	NA <input type="checkbox"/>	Township	
Frontage Road Classification	Setbacks		Front	Side	Rear
Entrance Permit	Attached <input type="checkbox"/>	Approved <input type="checkbox"/>	Final Inspection <input type="checkbox"/>	NA <input type="checkbox"/>	
Water Meter	Installed <input type="checkbox"/>	Final Inspection <input type="checkbox"/>			
CUP #	Approval:	Site Plan #	Approval:		
BOZA Approval:					



DOUGLAS COUNTY ZONING & CODES DEPARTMENT

3755 E 25th St, Lawrence, KS 66046

Phone: 785.331.1343

OWNER AUTHORIZATION

I/WE _____, hereby referred to as the "Undersigned", being of lawful age, do hereby on this _____ day of _____, _____, make the following statements to wit:

1. I/WE the Undersigned, on the date first above written, am/are the lawful owner(s) in fee simple absolute of the following described real property:
See "Exhibit A, Legal Description" attached hereto and incorporated herein by reference.

2. I/WE the Undersigned, have previously authorized and hereby authorize

(Herein referred to as "Applicant"), to act on my/our behalf for the purpose of making application with Zoning and Codes department regarding _____ (common address), the subject property, or portion thereof. Such authorization includes, but is not limited to, all acts or things whatsoever necessarily required of Applicant in the application and building process, including verification that contractors hold a current license to work within Douglas County, Kansas.

3. It is understood that in the event the Undersigned is a corporation or partnership, then the individual whose signature appears below for and on behalf of the corporation or partnership has in fact the authority to so bind the corporation or partnership to the terms and statements contained within this instrument.

IN WITNESS THEREOF, I, the undersigned, have set my hand and seal below.

Owner

Owner

STATE OF KANSAS

COUNTY OF DOUGLAS

The forgoing instrument was acknowledged before me on this _____ day of _____,
20_____, by _____ (Print Owner(s) name).

My Commission Expires: _____
Seal

Notary Public

	District	Max. Feet in Height	Base Setback (from Rd centerline)	Min. Depth of Front yard in Ft.	Min. Width of Side yard in Ft. (2 required)	Min. Depth of Rear Yard in Ft.	Min. Lot Area Per Family in Acres or Sq. Ft.	Min. Lot Area in Sq. Ft.	Min. Lot Width at road right-of-way or road easement line (in Feet) ^j	90% of Min. Lot Width (in feet)	Min. Depth of Lot in Feet
1	"AG-1" Agricultural 20+ Acres	35	35' 35'/40' 50' 75'/60'	50*	30	30	1 dwelling unit	20 acres	250*	225	300
				75**			per 20 acres		330**	297	250
				100***					500-660***	450-594	250
				150****					1320****	1188	300
2	"AG-2" Agricultural less than 20 Acres	35	75/60	50*	30	30	1 dwelling unit	3 acres	250*	225	250
				75**			per 20 acres	330**	297	250	
				100***				500-660***	450-594	250	
				150****				10 acres	1320****	1188	300
3	"CP" Cluster Preservation District	35	35' 35'/40' 50' 75'/60'	50'* 75'** 100*** 150*** *	10	30	1 dwelling unit Per 3 acres	3 acres	250* 330** 500-660*** 1320****	N/A	250* 250** 250*** 300****
4	"LS" Lone Star Lake Lot Residential District	35	20'	20	6'	10		1,600		N/A	
5	"LB" Lake Oriented Business District	35	35 35/40 50 75'/60'	40'* 40** 40*** 80****	10'/20	30		15,000	75		125
7	"RT" Rural Tourism Business	35	35' 35'/40' 50' 75'/60'	40	20'	30	3 acres 3 acres 5 acres --10 acres		250' 330'		
	"GB" General Business	45	35' 35' 40' 50'	40	20	30	--		75'		
12	"LI" Light Industrial	55	35' 35'/40' 50' 75'/60'	20	20		15,000		75		125
						30	--	75	100		
13	"GI" General Industrial	75 -	35' 35'/40' 50' 75'/60'- -	50' 75' 100'/100' 150'	15'/25'	20'/30'	--		100		150'
14	"V" Village District	35	35' 35'/40' 50' 75'/60'- -	25'	10	30			75'		0
28	"F-W" Floodway					-- SAME AS UNDERLYING ZONING DISTRICT REGULATIONS --					
	"F-F" Floodway Fringe					-- SAME AS UNDERLYING ZONING DISTRICT REGULATIONS --					

* based on local road fronted

** based on minor collector road fronted

*** based on major collector or minor arterial road fronted

**** based on principal arterial road fronted

¹ When an Access Restriction Agreement has been approved by the County Engineer the Minimum Lot Width/Parcel Width Requirement may be reduced per that executed agreement upon the filing of the Agreement at the Register of Deeds.¹ When an Access Restriction Agreement has been approved by the County Engineer the Minimum Lot Width/Parcel Width Requirement may be reduced per that executed agreement upon the filing of the Agreement at the Register of Deeds.