



Commercial Building Permit Application Plan Review Submittal

Planning and Development Services Department, **Building Safety**

913/895-6225

Development No: _____

Section 1 - Applicant Information

PRS No: _____

Date _____ Project Name _____

Project Address _____ Suite # _____

● If Food Service Establishment, is it Smoke Free? Yes No

● Type of Business _____

_____ Print YOUR Name _____ (Company You Represent)

You Are: Owner Contractor Architect Engineer (please circle) Address _____
or _____ (Company Address)
(Other Role)

City, State, Zip _____ E-mail Address _____

Phone _____ Cell Phone _____ Fax _____

Property Owner Name _____ Agent Name _____

Business Address _____ City, State, Zip _____

Owner/Agent Phone _____ Owner/Agent Fax _____

Section 2 - Project Information

New Building (If phased, check which one you are applying for)

Foundation/Footing Building Shell Interior Finish Multi Family - # of Units _____

New SQ Feet _____ Project Valuation _____

● Does work include construction of any sitework, filling or construction of any building area in the FEMA regulated floodplain? No Yes If yes, a floodplain development permit is required.

Land Area Disturbed _____ Acres

Remodel Tenant Finish Other _____

Remodel SQ Feet _____ Project Valuation _____

Plan Review Fee _____ Method of Payment Check# _____ Cash Credit Card
(MC, V, D)

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Section 3 - Permit Issuance

Applicant Completes

Date _____ Print Your Name _____

Company You Represent _____

You Are: Owner Contractor Architect Engineer or _____
(please circle) (Other Role)

Business Address _____ City, State, Zip _____

E-mail Address _____ Phone _____

After Hours Phone _____ Fax _____

Projected Date of Occupancy _____

OFFICE USE ONLY:

Permit Representative Completes

Permit Number _____ Sewer Permit Number _____ Fee _____

Method of Payment Check# _____ Cash Credit Card
(MC, V, D)

Zoning _____ Construction Type _____ Occupancy Type _____

Water Availability Letter on File? Yes No N/A Site Grade Inspection Required? Yes No

Landscape Condition: Yes No N/A Spec Books: Yes No N/A

Johnson County License: Yes No N/A

Issued By _____ Reviewed By _____

City of Overland Park
Planning and Development Services Department
Building Safety Division
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Overland Park, Kansas 66212
Phone: 913/895-6205
Fax: 913/895-5016