City of Belton

Residential Construction Permitting Packet

Updated September 2016

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Introduction to the City of Belton Residential Construction

City of Belton
520 Main Street
Belton MO 64012
PH: 816.331.4331
Fax: 816.331.6973

City of Belton

NEW RESIDENTIAL CONSTRUCTION FORMS AND SUBMITTAL REQUIREMENTS

Submittal Information

1. **A completed residential permit application**

2. **Plot Plan** - Two copies
   1) Follow the Plot Plan Requirements Checklist.

3. **Right of Way Permit Application**
   1) One copy - Right-of-Way Excavation Permit
   2) One copy - Right-of-Way Driveway/Sidewalk Permit

4. **Building Plans** – Two sets
   1) One set will be returned to the permit holder for use on site.

5. **Land Disturbance Permit**

6. **Fire Sprinkler Option**

Permit, Codes & Inspection Information

Permits - Permits are good for a period of 12 months from date of issue. They may be extended without cost provided the *request for extension is received prior to the expiration date*. Any project that has no activity for a period of 180 days will be considered to be abandoned and will require a new permit to be issued.

Subcontractors - Permits must list all sub-contractors. The general contractor and each sub-contractor must be licensed with the City of Belton. Permits will not be issued until this is complete.

International Residential Code (IRC) - New Residential building construction is governed by the 2012 International Residential Code (IRC). Local amendments to the IRC can be referenced by going to the City of Belton website at www.belton.org. Select "Code of Ordinances" on left side of the homepage and choose "Unified Development Code". Reference Chapter 10, Article I.

The 2012 IRC incorporates several requirements for structural bracing and energy considerations not found in earlier codes. Older house plans may not include these features and may have to be updated.

Unified Development Code (UDC) - For information on setback requirements and allowed land usage, go to www.belton.org. Select Code of Ordinances / Unified Development Code, Chapter 6.

Landscaping - Chapter 22 of the Unified Development Code contains landscaping requirements. All landscaping must be complete before issuing a final Certificate of Occupancy (C of O). This section of the Code provides for a Temporary C of O in the absence of completed landscaping, by providing an escrow equal to 1 ½ times the cost to sod to be placed with the City of Belton, MO. Please reference this section for details of the Landscape escrow process.

Residential landscaping requirements for the City of Belton requires a minimum of one tree in the front yard area and one tree in the rear yard area for each dwelling.

Erosion Control - Erosion control is **required** for all disturbed soil areas. Mud and dirt tracked into the street must be cleaned off the street by the end of the day.

Inspections - An inspection request call line is provided to schedule inspections. Call 816-892-1260 to leave a voicemail inspection request by 4:30 p.m. the day **before** you need an inspection. Leave a contact name, the permit number, address of the job, the type of inspection being requested, and your preference for a morning or afternoon inspection. Call to schedule the inspection, but if circumstances change, please call Belton City Hall at 816-331-4331 and ask for Inspections to re-schedule or cancel.

If a deficiency is noted during an inspection, you are entitled to one re-inspection. If re-inspection finds the noted deficiency has not been corrected, there will be a $42.00 re-inspection fee payable before any further inspections are made.

We welcome your project to the City of Belton and look forward to working with you.

Residential Permit Application

City of Belton
520 Main Street
Belton, MO 64012
Phone: 816.331-4331
Fax: 816 331.6973

BUILDING PERMIT APPLICATION

RESIDENTIAL

The applicant warrants the truthfulness of the information in this application, and if any information provided is incorrect, the Building Permit may be revoked. Furthermore, if the permit is issued wrongfully, whether based on misinformation or on an improper application of the code, the Building Permit may be revoked. The signatory affirms that he/she is the owner of the subject property or is authorized by the property owner to perform the construction activities described in this application on behalf of the property owner.

If this application is for a shed or deck, see back of this form.

DATE: _____ PHONE #: _____ EMAIL: _____

APPLICANT: _____ SIGNATURE: _____

APPLICANT ADDRESS: _____

ADDRESS OF WORK: _____

Description of Work: _____ Project Value: _____

New Construction Only: LOT# _____ BLOCK _____ SUB-DIVISION _____

SUBCONTRACTORS	NAME	ADDRESS	PHONE
EXCAVATION			
FOUNDATION			
STEEL ERECTION			
PLUMBING			
SEWER / WATER			
ELECTRICAL			
HVAC			
INSULATION			
SIDEWALK/DRIVEWAY			
ROOFING			
OTHER			

Attach a list of any sub-contractors not shown in the above section.

THE GENERAL AND ALL SUB-CONTRACTORS ARE REQUIRED TO BE LICENSED BY THE CITY OF BELTON BEFORE THE PERMIT WILL BE ISSUED. ALL STRUCTURES MUST CONFORM TO THE CURRENT ADOPTED CODES AND ZONING ORDINANCES.

New construction may be subject to Impact Fees. Fees that may apply include: Building Permit, Right of Way Permit, Water Tap, Water Deposit, Street, Water & Sewer Impact Fees.

Attach Supporting Documentation or Additional Building Information if Needed

Development Fee Schedule

City of Belton, Missouri
Schedule of Fees and Values – Updated 2016

PLANNING & ZONING APPLICATION FEES

Lot Split	$200
Rezone:	
Residential	$150
Commercial	$200
Manufacturing	$200
PUD	$200
Special Use Permit	$150
Variance	$150

SUBDIVISION FEES

PRELIMINARY PLAT

Residential $200 for 1st 20 lots + $10/lot thereafter

Commercial $300 for 1st 40 acres + $10/acre thereafter

FINAL PLAT

Residential $200 for 1st 20 lots + $10/lot thereafter

Commercial $300 for 1st 40 acres + $10/acre thereafter

FIRE

Blasting Permit	State of Missouri Issued
Commercial Hoods	Check with Fire Marshal's Office
Fire Suppression Systems	Check with Fire Marshal's Office

RIGHT-OF-WAY PERMIT FEES

Service Provider Registration Filing Fee	$19
Base Permit Fee	$62
Street Cut Charge	$24
Linear Work Charge	$0.07/LF (2,000 LF per permit)
Re-inspection	$24

TRAFFIC CONTROL PERMIT FEES

Community Event	$10/day
Arterial Street	$24/lane/day
Collector Street	$18/lane/day
Local Street	$12/lane/day

MARKEY REGIONAL DETENTION PROGRAM

Optional "in-lieu of detention" program for eligible properties charged at $5,100 per impervious acre. See Chapter 32 of the Unified Development Code for details on eligibility.

SANITARY SEWER CONNECTION FEES

Residential	$47/trap min. charge of $1,200
Commercial	$59/trap min charge of $2,000

WATER TAP FEES

Meter Size	Fee
¾"	$400
1"	$482
1" w/ dual ¾"	$540
1 ½"	$892
2"	$1,120

Larger meters at current material costs.

WATER DEPOSIT

Builder	$110

LAND DISTURBANCE PERMIT

No fee except applicable Public Infrastructure Fees. Performance bond 100% of the construction cost. State MDNR Permits are required. See City LDP form for more information.

PUBLIC IMPROVEMENTS PERMIT

Review and Inspection fee	3% of construction cost
Performance and 2-year Maintenance Bond	100% of the construction cost

IMPACT FEES

Arterial Street Impact Fee	$620/PM Peak Hour Traffic Trip

Water Impact Fees

Size	Amount
¾"	$3,090
1"	$4,944
1 ½"	$6,180 / $9,888
2"	$12,360 / $14,832
3"	$18,540 / $33,867
4"	$24,670 / $61,800
6"	$61,800 / $135,960

BUILDING PERMIT FEES

Building permit fees based on valuation – minimum fee $42

Valuation	
$1 to $25,000	$42 for first $3,000 plus $7.40 for each additional $1,000 or fraction thereof, to & including $25,000
$25,001 to $50,000	$205 for first $25,000 plus $5.80 for each additional $1,000 or fraction thereof, to & including $50,000
$50,001 to $100,000	$350 for first $50,000 plus $5.50 for each additional $1,000 or fraction thereof, to & including $100,000
$100,001 to $500,000	$625 for first $100,000 plus $4.00 for each additional $1,000 or fraction thereof, to & including $500,000
$500,001 to $1,000,000	$2,225 for first $500,000 plus $4.00 for each additional $1,000 or fraction thereof, to & including $100,000,000
$1,000,001 and up	$4,225 for first $1,000,000 plus $4.00 for each additional $1,000 or fraction thereof

City of Belton, Missouri
Arterial Street Improvements Impact Table – Updated 2016

Land Use Category	ITE Land Use Code	Land Use	Pass-by Factor	Impact Fee per Unit **
Residential Unit of Measure: (Dwelling Unit)	210	Single Family Detached	100%	$620.00
	220	Apartment	100%	$384.40
	224	Rental Townhouse (2-3 units)	100%	$446.40
	230	Condo/Townhouse (Owner Occupied)	100%	$322.40
	240	Mobile Home Park	100%	$365.80
	251	Senior Adult Housing - Detached	100%	$167.40
	252	Senior Adult Housing - Attached	100%	$155.00
	253	Congregate Care Facility	100%	$105.40
	255	Continuing Care Retirement Community	100%	$99.20
Commercial Unit: (Each Room)	310	Hotel	75%	$279.00
	320	Motel	75%	$218.55
Commercial/Retail Unit of Measure: (Square Foot)	444	Movie Theatre with Matinee	85%	$2.00
	492	Health/Fitness Club	100%	$2.19
	520	Elementary School	100%	$0.75
	522	Middle School/Junior High School	100%	$0.74
	530	High School	100%	$0.60
	560	Church	90%	$0.31
	565	Daycare Center	74%	$5.66
	610	Hospital	77%	$0.44
	620	Nursing Home	75%	$0.34
	710	General Office Building	92%	$0.85
	720	Medical-Dental Office Building	77%	$1.70
	760	Research & Development Bldg.	92%	$0.61
	770	Business Park	92%	$0.72
	812	Building Materials/Lumber Store	81%	$2.25
	813	Free Standing Discount Superstore	72%	$1.94
	814	Variety Store	72%	$3.04
	815	Free Standing Discount Store	83%	$2.56
	816	Hardware/Paint Store	74%	$2.22
	817	Nursery Garden Center	81%	$3.49
	820	Shopping Center	66%	$1.52
	826	Specialty Retail Center	49%	$0.82
	841	Automobile Sales	79%	$1.28
	843	Automotive Parts Sales	57%	$2.11
	848	Tire Store	72%	$1.58
	850	Supermarket	64%	$3.76

Land use Category	ITE land Use Code	Land Use*	Pass-by Factor	Impact Fee Per Unit **
Commercial/Retail Unit of Measure: (Square Foot) Continued	851	Convenience Market-24 hours w/o pumps	39%	$12.67
	853	Convenience Market w/ pumps	34%	$10.73
	854	Discount Supermarket	77%	$3.98
	857	Discount Club	61%	$1.58
	860	Wholesale Market	92%	$0.50
	861	Sporting Goods Superstore	60%	$0.68
	862	Home Improvement Superstore	52%	$0.75
	863	Electronic Superstore	60%	$1.67
	864	Toy/Children's Superstore	60%	$1.86
	866	Pet Supply Superstore	60%	$1.26
	867	Office Supply Superstore	52%	$1.10
	869	Discount Home Furnishing Superstore	47%	$0.46
	876	Apparel Store	55%	$1.31
	879	Arts and Craft Store	74%	$2.85
	880	Pharmacy/Drugstore w/o drive thru	47%	$2.45
	881	Pharmacy/Drugstore w/ drive thru	51%	$3.13
	890	Furniture Store	47%	$0.13
	896	Video Rental Store	61%	$5.14
	911	Walk-in Bank	80%	$6.02
	912	Drive-thru Bank	53%	$7.98
	925	Drinking Place	100%	$7.03
	931	Quality Restaurant	56%	$2.60
	932	High-Turnover (Sit-Down) Restaurant	57%	$3.48
	934	Fast-Food Restaurant w/ drive thru	51%	$10.32
	936	Coffee/Donut Shop w/o drive thru	53%	$13.39
	942	Automobile Care Center	83%	$1.60
Manufacturing / Industrial Unit of Measure: Square Foot)	110	General Light Industrial	92%	$0.55
	120	General Heavy Industrial	92%	$1.23
	130	Industrial Park	92%	$0.48
	140	Manufacturing	92%	$0.42
	150	Warehousing	92%	$0.18
	151	Mini-Warehouses	92%	$0.15
	152	High-Cube Warehouse/Distribution Center	92%	$0.07

* Land Uses not identified shall be coordinated with City Staff, using the ITE Trip Generation Tables (9th Edition)

** Fee Calculated in accordance with Resolution No. 2005-50:

$620.00 per trip based on weekday PM peak hours of the adjacent street traffic between 4 and 6 PM

NOTE: This list is not inclusive of all possible uses.

Plot Plan Requirements & Checklist

City of Belton
520 Main
Belton, MO 64012

Phone: 816.331.4331
Fax: 816.331.6973

RESIDENTIAL PLOT PLAN REQUIREMENTS

1. Sealed by a registered Professional Engineer and/or Professional Land Surveyor licensed in the State of Missouri pursuant to Missouri State Law.

   The plot plan must also include the following certification: "I, [Design Professional], certify that this plot plan has been field verified, and is in compliance with the approved subdivision grading plan unless otherwise noted."

2. Plan drawn to scale with North Arrow

   The plot plan and all features shown on the plot plan must be drawn at a legible scale. The scale shall be 1" = 10' or 1" = 20' to provide clarity. The plan must also be on 11" X 17" format. Scales smaller than 1" = 20' are generally not acceptable, except for large lot developments.

3. Street Address, Subdivision Name (with Plat #), Lot and Block Number

4. Lot dimensions including all Easements

   Include dimensions of front, side and rear yards. Show all easements within the lot. Easements should be labeled to include type of easement and dimensions. Easements must EXACTLY match those shown on the plat and/or dedicated by separate instrument.

5. Building Setback Lines

   Show all building set back lines including side and rear yards with dimension and label.

6. Structures

   Include location and dimensions of house and other accessory buildings. Where applicable locate and label retaining walls, wing walls, and fireplaces.

7. Paved Areas

   Indicate location and dimensions of all proposed driveways, walks, patios, and other paved areas. Public sidewalks should be located along streets 6 feet behind the back of curb and 4 feet in width and in locations as noted in the approved subdivision grading plan. The slope of sidewalks shall be ½" per foot and shall drain to the curb.

   Driveways must conform to the following:
   - Driveway approach shall have a slope ½" per foot to the right-of-way line
   - Driveway shall have a positive slope from garage floor to back of curb

- Minimum of 2 feet away from property lines
- Driveway wings must not extend beyond side property line extension including cul-de-sac lots
- Approach Minimum Width – 12.0 feet
- Approach Maximum Width – 25.0 feet
- Maximum Yard Area – 35% of front yard area
- Maximum Width, Duplex Developments – 35.0 feet
- Maximum Yard Area, Duplex Developments – 50% of front yard area

8. Water Main, Sanitary and Storm Sewer structures **(with elevations)** and associated piping

   Show **BOTH** sides of the street and the location of the public utilities including all piping adjacent to the lot and on either side of the street. Storm piping does **NOT** need to be shown.

9. Erosion Control Plan

   Provide an erosion control plan in conformance with the APWA Single Family Residential Design Booklet.
   Provide silt fence around entire property, as necessary and ¾-inch rock on driveway area.
   Provide any additional erosion control measures necessary to prevent silt from leaving the site.

10. Site Utilities

    Show the location of water service line and meter pit in Right-of-Way
    - Water meter pit shall be located in the front of the building and 13 feet behind the back of curb measured to the front of the meter pit
    - Top of meter pit shall be at an elevation of ½" per foot above the back of curb

    Show the location of the existing sanitary sewer service wye (include elevations at the public main)

    General Elevation Information

    A. Top of Foundation

       Include the top of foundation elevation

    B. Egress Window

       All houses WITHOUT walkouts shall indicate an egress window whose sill is a maximum of 44 inches above the basement floor elevation. The plan must indicate either the elevation of the window sill (44" maximum from floor) or the top of foundation wall at window (40" maximum from floor) and the top of the egress well where applicable

    C. Floor

       Include elevation of Basement Floor, Garage Floor, and Carport and Accessory building Floors where applicable. Garage Floor shall be a minimum of 1.3 feet (1.9 feet preferred) above the top of the back of curb elevation at the middle of the driveway. (16.0' @ ½" per foot [R-O-W line] + 30.0' @ ¼" per foot [building setback line])

    D. Top of finish curb at points of extension of lot lines and middle of driveway.

Elevation shall conform to the approved as-built grading plan, and with the top of curb elevations indicated on adjacent lots. Tolerance +/- 0.1 foot. Include elevation of the middle of the driveway approach at the right-of-way line.

E. Public/Private Infrastructure

Provide elevations on all public and private infrastructure. (i.e. manholes, valve boxes, storm inlets, etc.)

F. Existing and finish grade at each corner of lot and at each principal corner of structure.

G. Finish grade at both sides of abrupt changes of grade such as retaining walls, slopes, etc.

H. Walkouts and daylight windows

Indicate acceptable location and theoretical minimum low opening (if applicable)

11. Grading Plan (In addition to Elevation Information as listed above)

- Maximum contour interval of 2 feet
- Conform with approved as-built grading plan AND adjacent approved plot plans
- Grades at right-of-way must match typical street cross-section (i.e. ½-inch per foot slope)
- Must match adjacent property grades (+/- 0.1 foot vertical tolerance except where otherwise more restrictive) and/or approved subdivision grading plan.
- Minimum allowable slope – 2%
- Maximum allowable slope – 3:1
- Indicate High Point location and elevation at gradient breaks
- For retaining walls, indicate grade at both top and bottom of wall at both ends of wall and at 25 foot maximum intervals along the wall
- Include additional elevation benchmarks necessary to stake and check grading as necessary

12. Additional requirements if lot is governed by a Single MLO:

A. Minimum Low Opening (MLO)

Indicate a single MLO for the entire structure based on the FIRM elevation, flood study, lake, or MLO set by the Design Engineer. The MLO must be based on the appropriate freeboard at the most upstream point on the property. The design engineer has the discretion to set the MLO higher than the minimum required by the City. The MLO applies to any opening in the foundation AND the foundation wall itself. The minimum freeboard requirement is the greater of the following:

- FEMA: 100-year Base Flood Elevation (water surface) plus 2.0 feet
- Flood Study: 100-yeat Energy Grade Line (EGL) plus 1.0 foot
- Lake: 100-yeat Surface Elevation plus 1.0 foot
- Design Engineer: Use MLO as set by Design Engineer
- SPECIAL NOTE: If the BUILDING FOOTPRINT ITSELF lies within the 100-year FIRM boundary, the freeboard is 2.0 feet above the BASEMENT FLOOR, not the low openings in the foundation.

B. 100-year floodplain elevations

Show 100-year Energy Grade Line (EGL) for FEMA regulated streams, flood studies, and lakes at affected property corners. For these types of floodplains, the UPSTREAM PROPERTY CORNER EGL governs for house opening elevations.

13. Additional requirements if lot contains, or is adjacent to an Engineered Drainage swale:

    A. Minimum Low Opening (MLO) for Engineered Swale

    MLO elevation for swales can be indicated for individual openings, individual wall sections, OR for an entire structure. If indicated for the entire structure, the governing MLO must be based on the swale EGL as measured perpendicular to the UPSTREAM CORNER of the house.

    If the intent is to assign individual MLO elevations for each opening, ALL individual openings must be clearly indicated, and the MLO must be based on the EGL of the swale perpendicular to the upstream side of the opening

    Swale "TYPICAL" Cross Section

    Include typical cross-section labeled as per the section cut designated on the swale. The typical section should include the design flow, dimensions, 100-year flood depth, 100-year EGL, and minimum slope.

    B. Swale Elevations at Critical Locations

    Include swale flowline and 100-year EGL at critical locations. These include the upstream side of structure openings, perpendicular to house corners, changes or stair stepping in the foundation wall height, and intersections with property lines of ALL adjacent lots. Do NOT call out MLO's at locations where there are not openings, EXCEPT where they will be applied to the entire structure. MLO's should be called out ONLY where an elevation inspection will occur. NOTE: The top of foundation WILL be considered an MLO if there is no other opening along that side of the structure and an elevation inspection WILL occur there.

    C. Limits of swale on plan

    Indicate the specific location and limits of the swale on the plan. Label the swale as required above. If the swale is located outside of the limits of the drawing, but it's elevations still impact the site, include a note indicating "Engineered Swale is located [direction and distance] from the subject property.

14. Water Resistant Window Wells (where required)

    Call out the location and top of concrete window well elevation for any required Water Resistant Window Wells (WRWW). WRWW's are required for the following conditions:

    When the FEMA Base Flood Elevation plus 2 foot freeboard area is within 25 feet of the window well.
    If the edge of an engineered swale is closer to the window well than 10 feet AND the swale side slope is steeper than 3:1 or is vertical.
    IF the design 100-year flow in the swale exceeds 50 cfs AND the edge of the swale (at the 100-year water surface) is less than 15 feet from the window.

CITY OF BELTON - PLOT PLAN REQUIREMENTS CHECKLIST

The applicant shall submit a Plot Plan showing the locations of the proposed structure on the lot to the City of Belton at the time of the building permit application. This Plot Plan shall be certified by a person licensed by the Missouri Board for Architects, Professional Engineers and Professional Land Surveyors.

DP Cert	City Cert	The plot plan should contain at a minimum:	
		Sealed by a Registered Professional Engineer or Land Surveyor	Bldg
		Grading Plan Certification Statement	Bldg
		Style/Type of house labeled	Bldg
		1" = 20 Scale, 11" X 17" Format, North Arrow	Bldg
		Subdivision Name w/ Plat Number, Block # and Lot #	Bldg
		Lot Dimensions including Easements	Bldg
		Front Yard Area Labeled	Bldg
		Building Setback Lines - including side and rear yard dimensions	Bldg
		Location and dimensions of house and accessory buildings	Bldg
		Located and Labeled: Retaining Walls, Wing Walls, Fireplaces (If outside sill plate)	Bldg
		Indicated location of all proposed paved areas (driveways, walks, patios, etc.)	Bldg
		Sidewalk 6' behind back of curb and 4' wide (1/2" per foot slope)	Bldg
		Driveways:	
		1/2" per foot slope in ROW	Bldg
		2' away from property line	Bldg
		Driveway wings do not extend beyond extension of property line	Bldg
		Approach: Minimum Width: 12.0' Maximum Width: 25.0'	Bldg
		Driveway not more than 35% of front yard area	Bldg
		Public Street Shown (Both sides)	Bldg
		Public Water Main Shown including Fire Hydrants and Valves	Bldg/Engr
		Public Sanitary Sewer Main Shown w/ Elevations on Structures	Bldg/Engr
		Public Storm Sewer Structures Shown w/ Elevations	Bldg/Engr
		Private water service line and meter pit (shown in ROW only) (meter 13' behind curb)	Bldg
		Sanitary sewer service wye location shown with elevations	Bldg
		Top of foundation elevation shown	Bldg
		Egress window shown w/ elevation (All houses WITHOUT walkouts)	Bldg
		Elevation for garage floor, basement floor, carport & accessory building	Bldg
		Garage Floor is a minimum 1.3' above the top of back of curb @ middle of driveway	Bldg
		Top of finish curb shown @ extension of lot lines and middle of driveway	Bldg
		Elevation @ middle of driveway approach shown at ROW line	Engr
		Existing and finish grade shown at corners of lot and corner of house	Bldg
		Elevation of walkouts and daylight windows	Bldg
		Theoretical Minimum Low Opening (MLO) shown when applicable	Bldg
		Grading Plan	
		Existing and proposed contour shown @ max. 2' interval (1' interval may be necessary)	Bldg
		Grading plan conforms to approved as-built grading plan & adjacent plot plans	Bldg/Engr
		Proposed grading plan matches existing grades at lot lines or approved adjacent plot plans	Bldg/Engr
		Min. allowable slope - 2% Max. allowable slope - 3:1	Bldg
		High point elevation indicated and labeled.	Bldg
		Retaining wall elevation shown @ top and bottom, 25' interval	Bldg
		Design Professional:	
Permit #		Address	

Note: Additional Requirements if lot contains, or is adjacent to an engineered drainage swale

Land Disturbance Form

PUBLIC WORKS

CITY OF BELTON, MISSOURI

Land Disturbance Permit (Less than 1 Acre)

PROJECT NAME: _____

LAND DISTURBANCE AREA (Acres): _____

PROPOSED CONSTRUCTION START DATE: _____

ESTIMATED CONSTRUCTION COMPLETION DATE: _____

By signing this permit letter, you agree to adhere to all regulations, fines, penalties, and stop work orders as listed below and any regulation listed in section 36.110 (j) of the subdivision regulations.

1. Install silt fence and/or other approved erosion control measures around the area you are grading.
2. Install silt fence and/or other approved erosion control measures 24 hours before grading operations begin.
3. Plant vegetation within 3 days and establish vegetation in this area within 30 days after the final grade is established.
4. Install a temporary gravel construction entrance prior to any excavation on the site.
5. Inspect and repair all silt fence and other sediment/erosion control devices after each rain event. You must remove mud and debris in the street.
6. Inspect and repair all silt fence and other sediment/erosion control devices on a weekly basis.
7. No building inspection shall be requested until all sediment/erosion control devices are installed.
8. If you fail to control sediment, silt, dust or sediment flows into nearby creeks, ponds, storm inlets, swales, streets, adjacent lots or sewer pipes, you will be fined and issued a stop work order by a codes enforcement officer.
9. A stop work order, penalty or fine for failure to maintain and install sediment/erosion controls can be issued.
10. Each lot must have a gravel construction entrance.
11. If required, you or the developer will apply for the 1 acre permits from MDNR and City of Belton and complete the SWPPP.
12. The City may require the contractor or developer to install additional sediment or erosion controls as needed.

Acceptance of Conditions:

OWNER:
(If applicable)

Name

Address

Phone Contact

Signature

Date

CONTRACTOR:
(REQUIRED)

Name

Address

Phone Contact

Signature

Date

APPLICATION APPROVED:

DATE

CITY ENGINEER or
AUTHORIZED REPRESENTATIVE

Right-of-Way Excavation Forms

CITY OF BELTON
520 Main Street
Belton, MO 64012
(816) 331-4331
Fax: (816) 331-6973

PERMIT FOR WORK ON CITY RIGHT-OF-WAY, CITY EASEMENT, OR CITY PROPERTY

TO BE COMPLETED BY CITY STAFF	
PERMIT NUMBER	
PERMIT ISSUE DATE	

DATE OF APPLICATION:	☐ FAX	☐ EMAIL	☐ WALKIN
PERMIT LOCATION/STREET ADDRESS:			
MISSOURI ONE CALL TICKET NUMBER: THE USE OF INDUSTRY STANDARD UTILITY MARKING AND COLOR CODES IS REQUIRED.			
TYPE OF WORK			
☐ WATER	☐ GAS	☐ WASTEWATER	☐ WATER/SEWER SERVICE
☐ CATV	☐ ELECTRIC	☐ COMMUNICATIONS	☐ DRIVEWAY
☐ SIDEWALK	☐ OTHER (please specify)		
CONTACT INFORMATION			
CONTRACTOR/APPLICANT:			
CONTACT NAME:			
ADDRESS:			
CITY:	STATE:	ZIP:	
TELEPHONE:	CELL PHONE:		
EMAIL:			
OWNER OF FACILITIES (UTILITY COMPANY):			
CONTACT NAME:			
ADDRESS:			
CITY:	STATE:	ZIP:	
TELEPHONE:	CELL PHONE:		
EMAIL:			
SUBCONTRACTOR (IF APPLICABLE):			
CONTACT NAME:			
ADDRESS:			
CITY:	STATE:	ZIP:	
TELEPHONE:	CELL PHONE:		
EMAIL:			

PERMIT FOR WORK ON CITY RIGHT-OF-WAY, CITY EASEMENT, OR CITY PROPERTY
City of Belton, Missouri

DETAILS OF WORK			
ESTIMATED START DATE		**ESTIMATED COMPLETION DATE**	
THE PERMIT TERM SHALL NOT EXCEED 60 DAYS.			
PURPOSE OF WORK	☐ REPAIR	☐ REPLACEMENT	☐ NEW INSTALLATION
	☐ OTHER (please specify)		
INSTALLATION METHOD	☐ OPEN CUT	☐ TUNNELING/BORING	
	☐ OTHER (please specify)		
AFFECTED AREA	☐ PAVEMENT	☐ GRASS	☐ CURB
	☐ SIDEWALK	☐ DRIVEWAY	☐ POTHOLES/SPOT HOLES IN PAVEMENT
	☐ SERVICE CONNECTION ACROSS STREET	AREA OF STREET CUT (LxW): # OF STREET CUTS:	
	☐ AREIAL/POLE MOUNTED	☐ OTHER:	
LENGTH IN FT (IF LINEAR WORK):		**FROM**	**TO**
THE MAXIMUM LENGTH OF LINEAR WORK PER PERMIT IS 2,000 FEET.			
OTHER DETAILS			
TOTAL DISTURBED AREA*:	**SQ. FT**	**ACRES**	
THE FOLLOWING ARE ACKNOWLEDGED AND/OR ATTACHED AND INCORPORATED INTO THIS PERMIT APPLICATION, PER CITY'S ROW ORDINANCE:			
☐ REGISTRATION			
☐ TEMPORARY TRAFFIC CONTROL PERMIT, AS APPLICABLE			
☐ LAND DISTURBANCE PERMIT, AS APPLICABLE			
☐ ENGINEERING DRAWINGS, CONSTRUCTION PLANS, ETC. SHOWING THE LOCATION AND AREA OF PROJECT AND EXISTING AND PROPOSED FACILITIES AT SUCH LOCATION			
☐ WORK PLAN AND SCHEDULE			
☐ PERFORMANCE AND MAINTENANCE BONDS, AS APPLICABLE			
☐ APPROPRIATE FEES WILL BE PAID UPON ISSUANCE OF PERMIT			

PERMIT FOR WORK ON CITY RIGHT-OF-WAY, CITY EASEMENT, OR CITY PROPERTY
City of Belton, Missouri

PERMIT FEE CALCULATION (TO BE COMPLETED BY CITY STAFF)
PERMIT FEE = BASE PERMIT FEE + ([LINEAR WORK FEE] X [FEET]) + ([STREET CUT FEE] X [# OF STREET CUTS])
TOTAL PERMIT FEE:

This application is made under the terms of Chapter 19 of the Code of Ordinances of the City of Belton, Missouri, governing work within public right-of-way, to accomplish the work herein described. Applicant hereby agrees to perform said work and restoration of right-of-way in strict accordance with the provisions of said Chapter 19 and further agrees to satisfactorily repair any failure or damage within the right-of-way resulting from the excavation or construction covered under this application within four years thereafter.

Pursuant to Chapter 19 of the Code of Ordinances, re-inspection fees will be applied separately if determined necessary by the City Inspector.

The permit is valid for 60 days from the date of the Permit Issue Date.

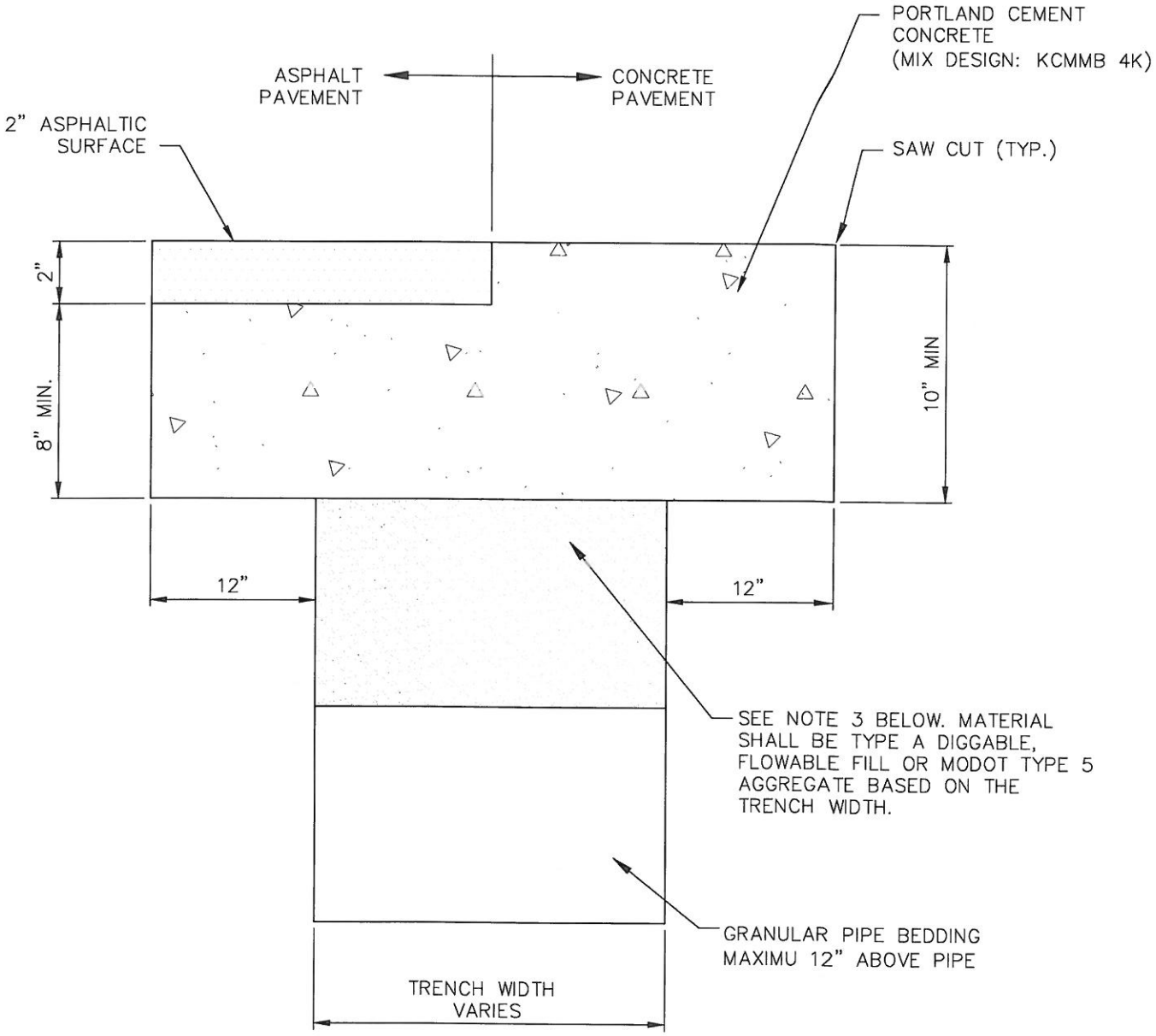
SIGNATURE REQUIRED	
PERMITTEE OR AUTHORIZED AGENT	**CITY ENGINEER OR HIS OR HER DESIGNEE**
_____ SIGNATURE	_____ SIGNATURE
_____ PRINTED NAME	_____ PRINTED NAME
_____ DATE	_____ PERMIT ISSUE DATE

City of Belton Concrete Mix Design

KCMMB 4K

2008 Edition

Mix	Cement	Slag/ash	Coarse Aggregate	Slump	W/C Ratio	Break	Air
KCMMB 5K	660	25%	Granite/ Quartz	2 - 4	0.40	6,200	5-8
KCMMB 4K	600	25%	Granite/ Quartz	2 - 4	0.44	5,200	5-8
KDOT Concrete for Pavement, Air Entrained	602	0-20%	Limestone	<2.5	0.49	600 Flexual	>5
KDOT Grade 4.0	602	0-25%	Limestone	2 - 4	0.44	5,200	5-8
KDOT Grade 3.5	564	0-25%	Limestone	2 - 4	0.46	4,600	5-8



STREET CUT REPAIR

NOTES:

1. ASPHALT PAVEMENT – PORTLAND CEMENT CONCRETE TO BE 8" MIN. DEPTH OR MATCH EXISTING PAVEMENT THICKNESS, WHICHEVER IS GREATER.
2. CONCRETE PAVEMENT – PORTLAND CEMENT CONCRETE TO BE 10" MIN. DEPTH OR MATCH EXISTING PAVEMENT THICKNESS, WHICHEVER IS GREATER.
3. IF THE TRENCH WIDTH IS LESS THAN 24–INCHES, IT SHALL BE BACKFILLED WITH FLOWABLE FILL. FLOWABLE FILL MIX DESIGN TO BE APPROVED BY THE CITY PRIOR TO PLACEMENT.

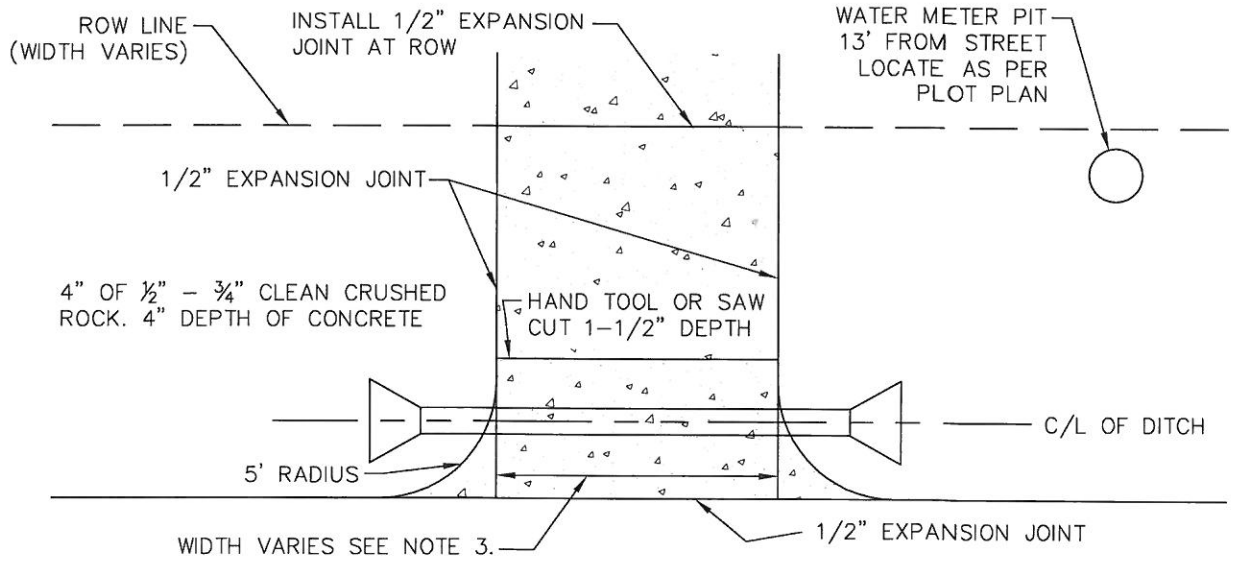
2015 Details

City of BELTON Missouri

PUBLIC WORKS

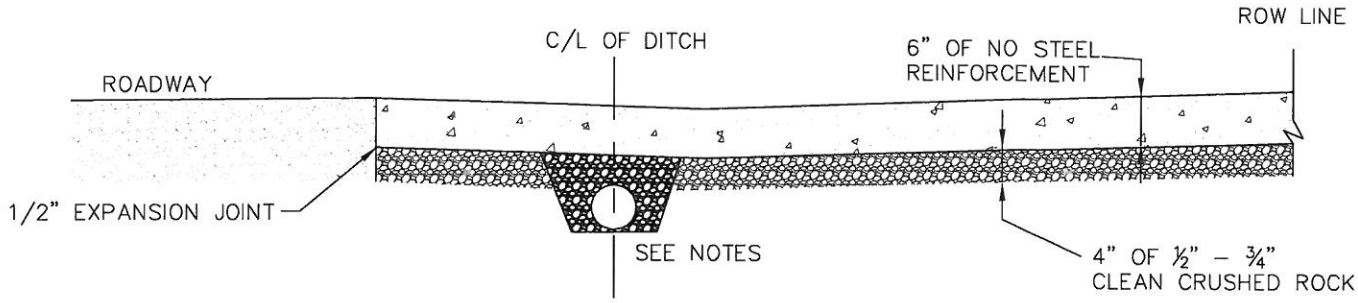
STREET CUT REPAIR

SCALE:	NO SCALE	REV.	04-11-16	CORRECTION TO NOTE
DETAIL NO:	STR-007			
DATE:	03-16-15			



½' SLOPE FROM STREET TO ROW LINE

PLAN



SECTION

RESIDENTIAL DRIVEWAY APPROACH WITH NO CURB

NOTE:

1. IF NEW CONSTRUCTION, MAXIMUM DRIVEWAY APPROACH SLOPE IS 2%. IF REMOVING AND REPLACING, MATCH EXISTING SLOPE.
2. CITY CONCRETE MIX DESIGN SHALL BE KCMMB 4K.
3. THE DRIVEWAY WIDTH SHALL BE IN ACCORDANCE WITH SECTION 26–5 OF THE CITY'S UNIFIED DEVELOPMENT CODE.
4. THE MINIMUM SIZE OF THE STORM DRAINAGE PIPE SHALL BE 12 INCHES IN DIAMETER AND AS DIRECTED BY CITY ENGINEER OR DESIGNEE.
5. DRAINAGE PIPE SHALL BE EITHER 16–GAUGE CMP OR CLASS III RCP.
6. PIPE SHALL BE OF LENGTH THAT THE SIDE SLOPE FROM THE EDGE OF THE DRIVE TO THE DITCH LINE CAN BE MAINTAINED ON A THREE TO ONE RATIO.
7. FLARED END SECTIONS OR HEADWALLS MANUFACTURED FOR SUCH PURPOSE AND APPROVED BY THE CITY ENGINEER SHALL BE INSTALLED ON THE ENDS OF DRIVEWAY STORM DRAINAGE PIPES.
8. THE PIPE SHALL EXTEND NO MORE THAN 5 FEET BEYOND THE DRIVE OPENINGS IN ADDITION TO THE FLARED END SECTIONS.
9. THERE SHALL BE MAINTAINED A MINIMUM OF 6 INCHES OF FILL OVER THE TOP OF THE DRAINAGE PIPE.

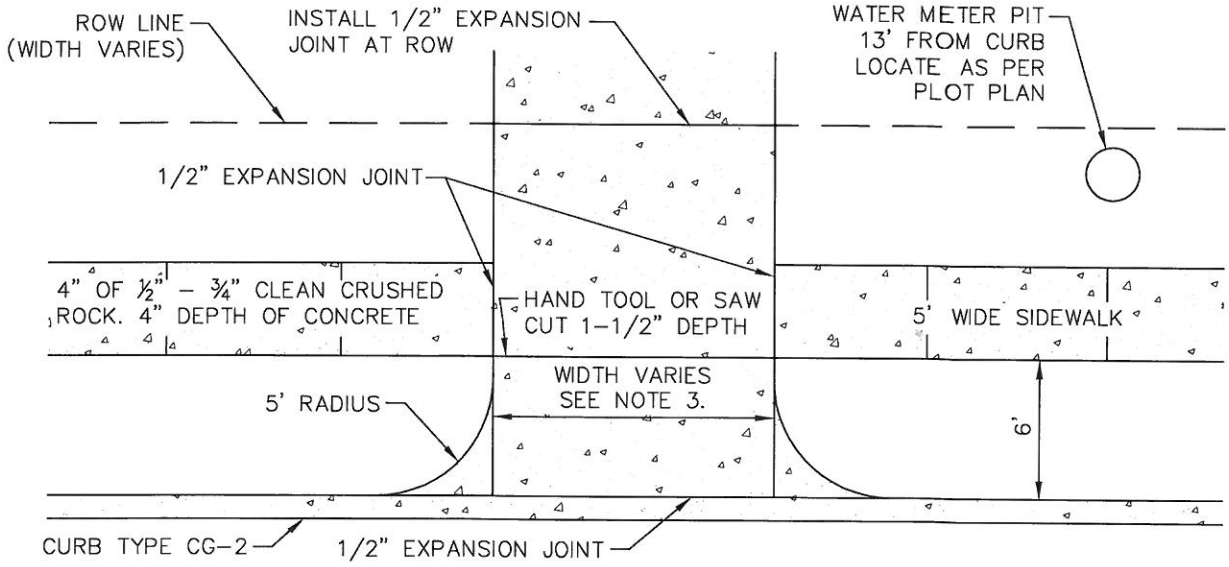
2015 Details

City of BELTON Missouri

PUBLIC WORKS

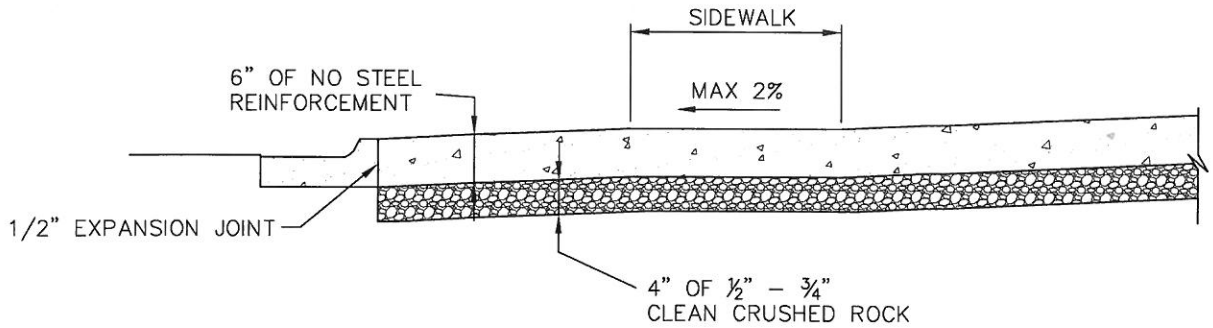
RESIDENTIAL APPROACH WITH NO CRB

SCALE:	NO SCALE	REV.	7-14-15	CREATED.
DETAIL NO:	STR-018			
DATE:	03-16-15			



½' SLOPE FROM BACK OF CURB TO ROW LINE

PLAN



SECTION

RESIDENTIAL DRIVEWAY APPROACH

NOTE:

1. IF NEW CONSTRUCTION, MAXIMUM DRIVEWAY APPROACH SLOPE IS 2%. IF REMOVING AND REPLACING, MATCH EXISTING SLOPE.
2. CITY CONCRETE MIX DESIGN SHALL BE KCMMB 4K.
3. THE DRIVEWAY WIDTH SHALL BE IN ACCORDANCE WITH SECTION 26–5 OF THE CITY'S UNIFIED DEVELOPMENT CODE.

2015 Details

City of BELTON Missouri

PUBLIC WORKS

RESIDENTIAL APPROACH

		REV.		
SCALE:	NO SCALE		7-14-15	NOTES.
DETAIL NO:	STR-017			
DATE:	03-16-15			

Fire Sprinkler Option

Belton Emergency Services
Fire Prevention Bureau

Home Fire Sprinkler Systems

Missouri state law requires that purchasers of new homes be offered the option of installing a home fire sprinkler system.

When you purchase a new home, one of the most important decisions you will make is whether or not to install a home fire sprinkler system. A United States Fire Administration report shows that your chances of dying in a home fire are reduced by 82% when you have working smoke alarms and a home fire sprinkler system. Property losses from fires also drop dramatically to an average of $2,166 in homes with fire sprinklers, down from an average of $45,019 in homes without them according to a 15 year study of fires in homes in Scottsdale, AZ, where most homes have fire sprinklers.

This sheet is designed to answer common questions homebuyers have about home fire sprinkler systems.

I have smoke alarms, isn't that enough? *Smoke alarms are a critical tool in protecting you and your family, but they only notify you of a fire. Home fire sprinklers are designed to actually control the fire allowing you time to escape. Many times, the fire is extinguished before the fire department even arrives.*

But what about water damage? *A home fire sprinkler system uses a small fraction of the water used by firefighter's hoses and only the sprinkler closest to the fire activates. Remember, almost everything will dry out, nothing will "unburn"!*

Aren't fire sprinklers ugly? *Home fire sprinklers are much smaller than their commercial counterparts. Also, home fire sprinklers can be installed with cover plates that come in a variety of colors. Those cover plates conceal the sprinkler until it is activated by a fire.*

Will my insurance rates be affected? *Many insurance companies offer discounts of up to 30% for home fire sprinkler systems. Contact your agent for more information.*

How expensive are home fire sprinkler systems? *Studies show that the national average for home fire sprinkler systems is $1.61 per square foot. Your builder can provide you specific pricing information for your situation.*

Where can I get more information on home fire sprinkler systems? *The Home Fire Sprinkler Coalition has an excellent informational website. To visit it, go to www.homefiresprinkler.org. Of course, you can always contact the Belton Fire Department, Fire Prevention Bureau at (816) 331-7969 for more information.*

16300 N. Mullen Rd. ◦ Belton, MO · 64012
Phone (816) 331-7969 ◦ Fax (816) 322-7368

City of Belton – Belton Fire Department

Residential Fire Sprinkler Option Form

Congratulations on the purchase of your new home!

MO State law requires that the purchaser of a new home be offered the option of a residential sprinkler system. This form is part of that "mandatory option" requirement.

Question	Yes	No
1. Was the option of installing a residential fire sprinkler system offered to you?	☐	☐
2. Were you provided with educational materials on residential fire sprinkler systems?	☐	☐
3. Did you choose to purchase a residential fire sprinkler system for your new home?	☐	☐

If not, what was the reason for the decision? (circle one)

Cost *Don't feel it's necessary* *Maintenance concerns* *Uncertainty*

4. Type of home purchased: (circle one) *Ranch* *Two-story* *Other:*_____

Basement? (circle one) *Yes* *No*

5. Price of fire sprinkler system:_____

6. Size of home in livable square feet:_____

7. Home constructed for: (circle one) *Customer* *Inventory*

8. Have you ever seen a fire sprinkler demonstration? ☐ ☐

9. Do you understand that only the sprinkler closest to the fire activates? ☐ ☐

Purchaser Name:	Date:
Purchaser Address:	Purchaser Phone:
Purchaser Signature:	Building Company:

A copy of this form shall be included with the information submitted to obtain a building permit from the City of Belton. For questions call the Fire Marshal's Office at (816) 331-7969.

Thank you!