

**CITY OF WINCHESTER**  
**Application for Building Permit**

**FOR OFFICIAL CITY USE ONLY**

Permit #: \_\_\_\_\_ Deposit paid: \_\_\_\_\_ Fee Balance: \_\_\_\_\_

Resubmit: \_\_\_\_\_  Disapproved: \_\_\_\_\_  Approved: \_\_\_\_\_

Remarks from Building Commissioner: \_\_\_\_\_

**INSTRUCTIONS:** Please type or print in ink only and fill out completely. An incomplete application can cause delays. Follow the guidelines provided in the BUILDING PERMIT PROCEDURES and BUILDING PERMIT CHECKLIST. This application will be reviewed by the appropriate officials and upon approval one copy will be returned along with the building permit.

Date: \_\_\_\_\_  Commercial  Residential

Homeowner: \_\_\_\_\_

Address: \_\_\_\_\_ Winchester, MO Zip: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_

hereby makes application to the City of Winchester for a building permit to build a \_\_\_\_\_

Use of Building: \_\_\_\_\_ Cost: \_\_\_\_\_

Circle those that apply:

Construction: Brick, Frame, Block, Stone, Other: \_\_\_\_\_

Roof: Comp., Slate, Tile, Wood Shingles, Other: \_\_\_\_\_

Foundation: Poured Concrete, Concrete Block, Stone, Other: \_\_\_\_\_

Basement:  Yes  No Special Remarks: \_\_\_\_\_

Dimensions: \_\_\_\_\_ x \_\_\_\_\_ Height: \_\_\_\_\_ Stories: \_\_\_\_\_ # of rooms: \_\_\_\_\_ # of baths: \_\_\_\_\_

LOT #: \_\_\_\_\_ BLOCK #: \_\_\_\_\_ Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Contractor or Builder: \_\_\_\_\_ Attn: \_\_\_\_\_

Business Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_

Architect: \_\_\_\_\_ Attn: \_\_\_\_\_

Business Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_

Any structure authorized to be erected, pursuant to the provisions of this permit, shall be commenced within one (1) year from the date hereof. In the event construction shall not have been commenced within said period, this permit shall be void. Construction must be completed within one (1) year or renewed.

*I hereby certify that the information contained in this application and plan is correct; and that I have read, understand, and will comply with the "Building Permit Procedures" and "Building Permit Check List."*

\_\_\_\_\_  
Signature of Owner or Agent