



BUILDING PERMIT FILING PROCEDURES

Applications must be accompanied by:

- ✓ all required fees
- ✓ Applications for building permits shall be filed with the Zoning Administrator upon forms prescribed, setting forth the legal description of the lot, together with a general description of the building or structure to be constructed, erected or altered thereon, including the size and shape, square foot area, principal material of construction, location of the building or structure upon the lot and the intended use. A copy of the deed of the property will also be required. In addition, the applicant shall pay the deposit and fees required under the Sanitation Code of Linn County, Kansas.
- ✓ when applicable, a sanitation permit application

A separate building permit is required for each structure to be constructed or altered, except accessory buildings when construction on the principal building will be simultaneous.

Permits will be processed within three business days and shall remain valid for one year, so long as construction is started within six months.

In the event of refusal to issue a building permit, the applicant shall have the right to an appeal before the Linn County Board of Zoning Appeals. Said appeal shall be requested upon forms provided by this office.

SETBACK REQUIREMENTS

Agriculture District:	Front Yard – 60' from centerline of road easement Side Yard – 10' Rear Yard – 30'
Agriculture-Residential:	Front Yard – 60' from centerline of road easement Side Yard – 15' Rear Yard – 25'
Single Family Residential:	Front Yard – 25' from any road right-of-way Side Yard – 10' Rear Yard – 10'

*Where properties have more than one road frontage, or are located at the intersection(s) of multiple roads, the required setback for Front Yard shall apply to all sides which have road frontage.