

BUILDING PERMIT CHECKLIST Residential Construction

The	following documents are the minimum requi-	rements when submitting for a Building Permit.
	Building Permit Application (click here)	☐ Site Plan (click here for example)
	Truss Drawings	 Location of buildings on site
	 Engineered – a copy of the engineered 	 Dimensions from other buildings and/or lo
	truss drawings	lines
	 Hand framed – a design professional 	 Height of new construction
	stamped drawing	☐ Floor Joist Information
	Construction Plans	 TJI - joist information and span table is
	Floor plans	required
	Wall sections	 Sawn Lumber – Species, grade and span is
	Zoning Certification	required
	Speak with a Planner (OPEN OFFICE	•
	HOURS DAILY 10:00 AM to 2:00 PM	
	or by appointment)	
	esaracki@bsb.mt.gov	
	dpipinich@bsb.mt.gov	
	 Zoning Map (click here) 	
	 Zoning Ordinance (click here) 	
	 Septic Permit (if applicable) 	
	 Access to public utility services (if 	
	applicable)	
	**	
<u>Oth</u>	er permits/requirements that may be mandate	ory (may not be all-inclusive):
	Septic Permit	☐ Electrical Permit (click here)
	 Required if NOT connecting to public 	 Required anytime electrical work is being
	sewer system	done
	Address (new construction)	 Licensed electrician needs to apply for
	 Septic Permit 	permit (unless self-performing on primary
	Site Plan (see above)	residence)
	 Driveway Staking (center) 	☐ Mechanical Permit (click here)
	Excavation Permit (click here)	 Required anytime changes are made to
	 Required if moving more than 1 CY of 	mechanical systems
	dirt in the Butte Priority Soils Operable	□ Demolition Permit (click here)
	Unit (BPSOU)	 Required if demolishing any structures
	 Required if moving more than 3 CY of 	greater than 25 square feet
	dirt in the Excavation Control District	 Need to be approved by Historic
	 Plumbing system tests are required 	Preservation Officer prior to receiving
	regardless who is conducting the work	permit
	Plumbing Permit (click here)	 Bonding is required
	 Required for income producing 	
	properties	
	 If required, a licensed plumber will need 	
	to obtain	
	 Not required if self-performing on 	
	primary residence	

Partial application packages are not accepted!

Contact Building Code Department with any questions (406) 497-6210

			BUTTE Building							
ity License	No		building	OUG .	Dopartin				tractor use.	
OCATION	Number and Street				Fire Dept. (Preliminary ∨) · Health Dept. (Preliminary ∨)					
OF BUILDING	Subdivision	1Lot					Block			
I. IDENTIF	ICATION - To be con	npleted b	y all ap	plicants	5.					
-	Name	M	ailing Add	ress — Nu	mber, Stre	et, City, and S	itate	Zip Code	Tel. No.	
1. Owner										
2. Contractor								*		
3. Architect									1.	
The owner of	f this building and the	undersign	ed agree	to con	form to	all applicab	le laws of l	Butte - Silve	r Bow	
Signature of A			Address					Applic	ation Date	
									anang sa disamban	
III. TYPE A	ND COST OF BUILDI	NG-AII	applican	ts com	plete Par	ts A-D			2.	
A. TYPE OF I	MPROVEMENT	D. PR	OPOSED U	SE (For	"Wrecking	" most recer		50		
1 New bu	aliding n (If residential, enter number		dential	17			Nonrësidenti	ial ement, recreational		
of new	housing units added, it any,	13 [13 Two or more family — Enter 19 Churc			19 Church	h, other religious			
3 Alterati	lon (See 2 above)	-	number	of units			20 Industr			
4 Repair,	replacement ng (If multifamily residential,	14 [or dormitory — Enter number 22			22 Service	Service station, repair garage			
enter n	umber of units in building in	15.0	of units			23 Hospital, institutional 24 Office, bank, professional				
6 Moving	(relocation)	16 [Mobile H	ome			25 Public	utility		
7 Founda	tion only	17					S Chool, library, other educational			
	<u> </u>						28 Tanks,	nks, towers		
B. OWNERSHII8 Private			***************		******			sh or Wrecking		
SA C Corpor	ation						294 Other	—Specify		
9 Public Local s	(Federal, State, or (overnment)		**************							
c. cost		(Omi	t Cents)	Nonres	idential —	Describe in de	tail proposed u	se of buildings	, e. g., food proc	
	Cost of improvement		s essing plant, machine secondary school, co				chiel school	nerking garage	for departmen	
	cal				samtal addis	a hullding off	ice building at i, enter propos	: industrial bla	nt. If use of ex	
	oing			1						
c. Heating	g. air conditioning									
d. Other	(elevator, etc.)				,	***************************************				
11. TOTAL COST OF IMPROVEMENT										
IV. SELECT	ED CHARACTERISTIC	S OF BU	ILDING	—For r	new build recking,	dings and a complete o	dditions, co only Part J.	for all other	ts E-L; ers skip to I\	
E. PRINCIPAL	TYPE OF FRAME	G. TYI				J. DIMENSIONS 48 Number of stories & height				
30 Masonr	30 Masonry (wall bearing)		40 Public or private company		49 Total square feet of floor area, all floors, based on exterior dimensions					
31 Wood frame 32 Structural steel 33 Reinforced concrete 34 Other — Specify		41	41 Individual (septic tank, etc.)							
		H. TY	LI TUDE OF WATER CIRDIY			50 Ba	sement Depth	•		
		42 🗆	42 m Public or private company		903998 II 90090010 v 60	. Width				
		- 43 🗆	43 Individual (well, cistern)				ER OF OFF-ST	TREET		
E BRINCIPAL	TYPE OF HEATING FUEL	I. TYP	E OF MEC	HANICA	L	PARKIN 53 Enclo	IG SPACES			
35 Gas			Will there be central air 5			54 Outd				
36 Ott			conditioning?			1 RESIDE	L. RESIDENTIAL BUILDINGS ONLY			
37 Electric	ercy	** 🗆	44 \(\text{Yes} \) 45 \(\text{No} \) No Will there be an elevator?			55 Single or Multiple 56 Number of Bedrooms (Full				
	- Specify	- win								
3			Yes	47 🗆 N		57 Numi bath	per of	Partial		
						- You				
	INDICATE: SHOW LOT LO	CATION, I	NEAREST :	STREET	IN TERSEC	TION AND N	IAME OF STR	EE 12		
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				. 1 1 1 1						
	(ALLEY)								NORTH	
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L										
Approved by		Permi	t Fee		Date Per	mit Issued	Permit N	umber		
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