

Required Building Permit Information

Plans for a building permit are required (not limited to) for the following structures: new house, garage, carport, storage building, deck, porch or agricultural building. Please note that plans must be submitted before plan review can be started and permit issued.

Plans for remodeling are required when applicable. The building official shall decide which information is necessary for a proper plan review.

- Site Plan: Site plan needs to show the size and location of new construction and existing structures located on the site, along with distance from property lines.
- Blueprints: Prints are not required to be drawn by a registered professional at all times. The scale must be of 1/4" per ft. Construction documents must clarify suitable material, location, nature and extent of the work.

If plans do not comply with the requirements and pertinent laws, the building official may reject application with a written statement. Depending on the nature of the permit applied, there will be a waiting period of 1-5 days for permit approval.

Please note that all contractors must be licensed with the City of Paola before permit application can be submitted.

It is the responsibility of the permit holder or their agent to contact the building inspection office to schedule required inspections. Please note the notice time for the required inspection when scheduling. **All permits require a final inspection.**

Paola Building Inspection Department

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Paola Building Official

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