

Building Permit – Information to apply for “MB” application.

**All sections of the online application must be completed with the required information, or the application will not be processed.**

Please read all conditions before submitting your application online. The property owner and/or licensed contractor/authorized agent must sign and date the paper copy application or submit directly online. The property owner must match the owner listed online. A separate permit application is required for each building or structure except townhouses or commercial tenant spaces where each unit requires its own permit.

**REQUIRED CONSTRUCTION DOCUMENTS FOR SUBMITTAL (Does not apply to Roofing Permits)**

- Land Use Permit Application
- Design criteria summary information
- Site Plan - Property boundaries, all structures labeled, distances to all property lines, well, septic & other structures
- Floor Plan – For ALL floors including attic spaces, dimensioned, all rooms labeled, all windows & doors shown with sizes
- Elevations – All sides of structure with overall height from lowest grade to highest peak. Show all doors & windows
- Footing & Foundation Plan – Dimensioned & detailed
- Framing Plans – Floor, Wall & Roof – Detailed to include all headers & beam sizes
- Wall Section – Cut through of structure detailing everything from bottom of footer through top of roof
- Truss Package – (full layout and individual profile sheets) required at the time of submittal but does not require stamped set for project location. Stamped set must be on site for framing inspection or inspection will not be conducted and fee will be assessed for re-inspection.
- If Applicable –
  - Grading/Drainage Plan
  - Engineering
  - City Utilities Connection Approval Letter

**APPLICATION TERMS & CONDITIONS:**

The proposed work must be done in accordance with the Missoula County approved plans & specifications. **Separate permits are required for but not limited to**: Electrical, Plumbing, Mechanical, Signs, Sewer/Water, Paving & Excavation in the public right of way. It is the duty of the Contractor/Applicant or Owner to assure that all required inspections are scheduled 24hrs in advance and approved by the Missoula County Building Inspector.

The issued permit becomes invalid unless the authorized work commences within 180 days of the date of issuance or after commencement of work if more than 180 days pass between inspections. By submitting the application, I am either the property owner or have the authority to bind the property owner to the conditions and requirements of this permit and affirm the information contained herein is true & correct. I hereby certify that I have read and examined the application. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction and that I make this statement under penalty of perjury.

[Click here to see expected fees](#)