



# DO YOU NEED A BUILDING PERMIT?



**City of Richmond**  
**205 Summit**  
**816-776-5304**

Permits are not required for common types of home repair, such as:

- Siding
- Painting
- Sheetrock
- Above-ground pools under 24”
- Retaining walls under 4’
- Sidewalks, driveways, platforms less than 30” above grade.
- Fences less than 6’
- Other cosmetic alterations and minor interior or exterior repairs

Permits are required if you are building

- An addition
- Garage
- Deck over 30”
- Roofing
- Electrical and plumbing work
- Accessory buildings over 200 sq. ft.
- In-ground swimming pools
- Above-ground pools over 24”
- Changing or installing a furnace or water heater, etc.

**Permit fees are calculated based on the total estimated cost of construction.** The estimated cost shall be included on the building permit application.

**Permit Fees for new residential dwellings are based on the square foot.**

Information **required** for a *residential building permit*:

- Site Plan Drawn by a Registered Surveyor (New Dwelling)
- Complete Building plans
- Contractors doing the work
- The property owner

**Commercial Building Permits also require engineered plans and a site plan by a registered land surveyor in addition to the previous items.**

Permits are required simply to ensure your safety and to make sure there are no life safety hazards endangering you and your family, as well as the public.

If you are unsure as to whether or not you need a permit for your project, contact Lisa Hastings, Community Development Director for the City of Richmond at 816-776-5304, ext. 112 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday.