

City of Horn Lake, MS
3101 Goodman Road West
Horn Lake, MS 38637



PH: 662.393.6705
FAX: 662.342.3485
plandept@hornlake.org

Munis ID # _____
Munis Rec.# _____
Munis Permit # _____

Planning and Development Building Permit

Applicant Name _____

Project Address _____ Subdivision _____ Lot # _____

Property Owner _____ Phone _____

Owner Address _____ Phone _____

Contractor Name _____

Contractor Address _____ Lic. # _____

Work Description _____

New _____ Addition _____ Replacement _____ // Residential _____ Commercial _____

Anticipated Start Date _____ Estimated Completion Date _____

Square feet, heated area — main level _____	
Square feet, heated area — other level _____ is other a	Basement _____, Upper Level _____
Total heated area _____	Type of construction _____
Square feet, unheated area _____	Size of main structure _____ x _____
TOTAL AREA _____	Valuation \$ _____

Other structures on the lot _____

This property is ___ is not___ within the limits of the 100-year flood plain shown on the current FIRM
NOTE: Properties located within the flood plain are required to furnish a certificate of elevation and to have a flood plain development permit.

Note: For all new construction, including additions & carport enclosures: Contractor shall provide two (2) complete Document sets for residential, or three (3) complete Document sets for commercial, to be reviewed by the Building Official. All sets shall be stamped and signed by the Official and one set shall be maintained on site for the use of the Building Inspector.

All commercial and industrial buildings must be reviewed by the Technical Review Committee, and checklist below must be completed. The Building Official hereby grants the above application subject to the proper validation.

For ALL structures, if the first inspection is not obtained within 6 months and final inspection within 2 years of the Permit Issuance Date, this Permit is VOID. ALL structures must be built to the minimum standard of the IBC 2012 and the City of Horn Lake Ordinances. The permit holder is responsible for obtaining all required inspections prior to issuance of a Certificate of Occupancy.

Date _____ Applicant's Signature _____

Property Owner Signature _____

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Permit Fee\* \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_ Card \_\_\_\_\_ Receipt #: \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **Permit #:** \_\_\_\_\_

MPC NUMBER (on work valued at \$10K or more) \_\_\_\_\_, Found. Survey: proposed \_\_\_\_\_, final \_\_\_\_\_,  
Construction Docs. \_\_\_\_\_, Permit Fee \_\_\_\_\_, Plan Review Fee \_\_\_\_\_, DCRUA \_\_\_\_\_, Water Tap Receipt# \_\_\_\_\_,  
Sewer Tap Receipt # \_\_\_\_\_, Flood Plain Elev Certificate \_\_\_\_\_, Flood Plain Development Permit \_\_\_\_\_,  
Contractor's License Current (bond, Insurance) \_\_\_\_\_,

**\*Permit fees are not refundable**