



CITY OF LIBBY

952 E. SPRUCE | POST OFFICE BOX 1428 | LIBBY MT 59923

PHONE 406-293-2731 | FAX 406-293-4090 | WEBSITE: www.cityoflibby.com

BUILDING PERMIT APPLICATION AND INSPECTION RECORD

Building Permit Number _____ Issued _____ Expires _____

Building Inspector – Walter Snyder, ICC# 10172490, building.inspector@cityoflibby.com,
(406)293-2731, Cell (406) 885-9746, PO BOX 1428, 952 E. Spruce St., Libby MT 59923

Return this application along with all required plans and specifications to the building inspector when completed.

Project Location: _____

Owner: _____

Contractor: _____

Designer: _____

Electrician: _____

Plumber: _____

Type of project: (Check all that apply)

☐ Commercial ☐ Residential ☐ New Construction* ☐ Addition ☐ Alteration*
☐ Repair ☐ Move ☐ Demolition* ☐ New Development** ☐ Redevelopment**

* Requires Fire Chief approval prior to construction, extensive remodel, or demolition.

** Requires outside engineering consultant for plan review at developers cost.

Nature of project: (Describe)

Estimated Total Cost: (Labor and Materials) \$ _____

Building Permit Fee \$ _____ Subdivision/Development Fee \$ _____

Other Fees \$ _____ Total Assessment Due \$ _____

Date Paid _____

BY EXECUTING THIS APPLICATION, IT IS AGREED THAT:

1. The information provided is true and correct.
2. This project may be subject to other laws, rules, and regulations, including but not limited to; Federal and State regulations, ADA requirements, Energy Code requirements, or Zoning regulations.
3. This permit is issued as described on the plans submitted and any changes must get additional approvals.
4. Separate electrical, plumbing, and mechanical permits are required to be issued by the State of Montana.
5. Construction of the proposed project may not be started until the fees are paid, and a permit is issued. Additional investigation fees will be assessed for starting a project without a permit.
6. Any additional review costs will be invoiced to the developer.
7. A certificate of occupancy must be issued before any building can be used.

Signature of Applicant: _____ Date: _____

Applicant Name: _____
(Printed)

INSPECTION RECORD (IBC-IRC requires the permit holder to notify the building inspector when work is ready for inspection)

FIRE CHIEF (If Required) ____ Approved ____ Disapproved ____ Conditionally Approved

Comments/Conditions:

PLAN REVIEW (If Required) Completed _____ By _____

FLOODPLAIN ____ In ____ Out Floodplain Permit Number _____

FOUNDATION INSPECTION: To be made after the footings are poured and any required forms for foundations are in place.

Date Inspected _____ Signed _____

CONCRETE SLAB OR UNDERFLOOR INSPECTION: To be made after all slab service equipment is in place, but before any concrete is poured, or after all service equipment is installed in a crawlspace.

Date Inspected _____ Signed _____

FRAME INSPECTION: To be made after the roof, all framing, fire blocking and bracing are in place. All vents, chimneys, ductwork, and piping are in place and rough in plumbing and electrical are approved.

Date Inspected _____ Signed _____

ENERGY CONSERVATION INSPECTION: To be made after all air barriers, ceiling and wall insulation, floor or crawlspace insulation, HVAC and basement insulation is installed.

Date Inspected _____ Signed _____

GYPSUM BOARD INSPECTION: To be made after all gypsum board is in place but before any plastering is applied to joints and fasteners.

Date Inspected _____ Signed _____

FINAL INSPECTION: To be made after the building is substantially completed and ready for occupancy.

Date Inspected _____ Signed _____

Comments: _____

Once the final inspection is completed a copy of the Building Permit Application and Inspection Report will be returned to the building inspector to be retained in the city files.