

CITY OF MARSHALL INSPECTION DEPARTMENT



City Office Building 214 N. Lafayette Ave. Marshall, MO Office Phone (660) 886-2653

HOW TO APPLY FOR AN ELECTRIC/PLUMBING/MECHANICAL PERMIT

Assemble the required information for your project. For permit inquiries you may contact the Inspection Department at any time and leave a message on the answering system or to speak with someone you may contact us by phone at: (660) 886-2653 between 7:30 a.m. and 4:30 p.m., Monday through Friday or email snorman@marshall-mo.com

TO APPLY FOR A PERMIT, YOU WILL NEED

- Property address and the owner's name, address and phone number
- Name, address, and phone number of the Applicant (Licensed Contractor)
- Project Information: Any work being done on an electrical, gas, mechanical, or plumbing system. This includes to construct, install new, enlarge, alter, repair, replace, or move services, fixtures, or install / replace systems etc.
- The number of all fixtures
- The estimated cost of the work being done

WHEN WILL THE PERMIT BE ISSUED?

The length of time before a permit is issued varies depending on the availability of the Code Official or Permit Technician. Some permits can be issued at the time of application.

Call, email or stop by the office for further information.

Sheerie Norman

Planning & Code Enforcement Manager

Email: snorman@marshall-mo.com

Aaron Gibson

Building & Codes Inspector

Email: agibson@marshall-mo.com