



Plant your family here.

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OFFICE USE ONLY	
SUBMITTAL DATE _____	
APPROVAL DATE _____	
PERMIT # _____	
FEES PAID _____	

COMMERCIAL/INDUSTRIAL BUILDING PERMIT APPLICATION

SIGNED AND SEALED DRAWINGS REQUIRED BY ARCHITECT/ENGINEER

BUILDING ADDRESS: _____ **ZONING:** _____

BUILDING OWNER: _____ **ADDRESS:** _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

(REQUIRED)

ENGINEER/ARCHITECT: _____ **ADDRESS:** _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

(REQUIRED)

TYPE OF IMPROVEMENT:

- NEW CONSTRUCTION
- ADDITION/RENOVATION
- CHANGE OF USE

BUILDING USE TYPE:

- PRIVATE
- PUBLIC

BUILDING REQUIREMENTS PER 2009 IBC:

CONSTRUCTION TYPE: _____ USE GROUP: _____
 SPRINKLERED NON-SPRINKLERED
 ALLOWABLE BUILDING HEIGHT: _____ ACTUAL BUILDING HEIGHT: _____
 ALLOWABLE BUILDING AREA: _____ ACTUAL BUILDING AREA: _____
 LOT SIZE _____ MAXIMUM OCCUPANT LOAD: _____ PERSONS

REQUIRED UTILITIES:

METERS WILL NOT BE ACTIVATED UNTIL OWNER FILLS OUT REQUIRED PAPERWORK IN THE UTILITY BILLING DEPARTMENT AT CITY HALL.

NEW GAS METER BTUH REQUIRED _____ (SEE GAS SERVICE APPLICATION)

EXISTING GAS METER BTUH REQUIRED _____

****ANY MODIFICATIONS TO ANY GAS PIPING IN THE BUILDING WILL BE REQUIRED TO PASS A 20#/20MIN PRESSURE TEST BEFORE GAS WILL BE TURNED ON TO THE BUILDING.**

NEW WATER METER SIZE REQUIRED _____ (SEE WATER/SEWER APPLICATION)

****ALL NEW WATER METER SETS MUST BE PLACED 6-10' OFF ROW ON PRIVATE PROPERTY**

EXISTING WATER METER

NEW WATER TAP SIZE REQUIRED _____ (SEE WATER/SEWER APPLICATION)

NEW SEWER TAP SIZE REQUIRED _____ (SEE WATER/SEWER APPLICATION)

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REQUIRED UTILITIES (CONT'D):

CITIZENS ELECTRIC WILL NOT CONNECT SERVICE UNTIL ALL INSPECTIONS HAVE BEEN PERFORMED BY THE BUILDING DEPARTMENT. THE BUILDING DEPARTMENT WILL CONTACT CITIZENS ELECTRIC WHEN INSPECTIONS HAVE BEEN COMPLETED.

NEW ELECTRICAL SERVICE AMP PANEL
REPLACE ELECTRICAL SERVICE AMP PANEL

MISCELLANEOUS:

SINK HOLE WITHIN 50' OF PROJECT YES NO
STREET CUT REQUIRED YES NO IF YES, SEE EXCAVATION PERMIT APPLICATION
BACKFLOW PREVENTER REQUIRED YES NO
OIL SEPARATOR REQUIRED YES NO
GREASE TRAP REQUIRED YES NO IF YES, WHAT SIZE GAL
PLEASE SEE CITY GREASE POLICY ON INSTALLATION AND MAINTENANCE REQUIREMENTS

TRADES:

ALL INSTALLATION COMPANIES ASSOCIATED WITH THIS PROJECT ARE REQUIRED TO HOLD AN OCCUPATIONAL LICENSE THROUGH THE CITY OF PERRYVILLE COLLECTORS OFFICE. A STOP WORK ORDER WILL BE ISSUED FOR THE PROJECT IF ANY CONTRACTOR IS FOUND NOT TO HAVE AN APPROPRIATE LICENSE. NO INSPECTIONS WILL BE PERFORMED UNTIL PROOF OF LICENSE IS PROVIDED TO THE BUILDING DEPARTMENT.

AN EMAIL ADDRESS MUST BE PROVIDED FOR ANY CONTRACTOR CALLING IN FOR INSPECTION. ALL RESULTS OF INSPECTIONS AND QUESTIONS WILL BE SENT TO THE FOLLOWING EMAIL ADDRESSES AFTER AN INSPECTION HAS BEEN PERFORMED.

GENERAL CONTRACTOR COMPANY LICENSE #
ADDRESS:
PHONE NUMBER:
EMAIL ADDRESS: (REQUIRED)

SITE EXCAVATORS COMPANY LICENSE #
ADDRESS:
PHONE NUMBER:
EMAIL ADDRESS: (REQUIRED)

UTILITY INSTALLATION COMPANY LICENSE #
ADDRESS:
PHONE NUMBER:
EMAIL ADDRESS: (REQUIRED)

CONCRETE COMPANIES COMPANY LICENSE #
ADDRESS:
PHONE NUMBER:
EMAIL ADDRESS: (REQUIRED)



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CARPENTRY (FRAME) COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

PLUMBING CONTRACTORS COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

ELECTRICAL CONTRACTORS COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

MECH/HVAC CONTRACTORS COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

CARPENTRY (FINISH) COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

INSULATION COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

MASONRY CONTRACTOR COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)



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ROOFING CONTRACTOR COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

EXTERIOR TRIM CONTRACTOR COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

FLATWORK CONTRACTOR COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

FIRE/SPRINKLER COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

OTHER COMPANY _____ LICENSE # _____
ADDRESS: _____
PHONE NUMBER: _____
EMAIL ADDRESS: _____
(REQUIRED)

INSPECTIONS REQUIRED:

- ANY CONTRACTOR FOUND NOT TO HAVE CALLED FOR PROPER INSPECTIONS, MAY BE REQUIRED TO REMOVE BUILDING MATERIALS THAT HINDER THE BUILDING DEPARTMENT FROM DOING ANY INSPECTION. THIS WILL BE AT CONTRACTORS EXPENSE. WORK SHALL NOT BE SCHEDULED TO OCCUR AFTER HOURS, WEEKENDS OR HOLIDAYS WITHOUT PRIOR APPROVAL OF BUILDING DEPARTMENT.
- FOOTING DEPTH AND REINFORCEMENT PRIOR TO CONCRETE PLACEMENT (EROSION CONTROL IN PLACE)
- FOUNDATION WALL CONSTRUCTION/REINFORCEMENT PRIOR TO CONCRETE PLACEMENT
- UNDER SLAB PLUMBING
- ROUGH FRAMING
- ROUGH ELECTRICAL
- ROUGH PLUMBING
- FIREPROOFING
- GAS PIPING PRESSURE TEST
- SEWER/WATER TAP
- FINAL INSPECTION
- ISSUANCE OF LETTER OF OCCUPANCY

SEE CITY ORDINANCE FOR TRACER WIRE REQUIREMENTS. ANY MO ONE CALL VIOLATIONS WILL BE ISSUED A CITATION FOR MUNICIPAL COURT, AND THE DIGGER IS LIABLE FOR DAMAGES.



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FEE SCHEDULE:	ESTIMATED CONSTRUCTION COSTS	OFFICE USE ONLY
BUILDING	\$ _____	FEE _____
PLUMBING	\$ _____	FEE _____
MECHANICAL	\$ _____	FEE _____
ELECTRICAL	\$ _____	FEE _____
SEWER CONNECTION FEE		FEE _____
WATER CONNECTION FEE		FEE _____
SEWER INSPECTION FEE		FEE \$40
TOTAL CONSTRUCTION COSTS=	_____	
		TOTAL FEES DUE= _____
		FEES PAID DATE: _____

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THIS JURISDICTION.

I HEREBY ACKNOWLEDGE THAT THE FOLLOWING ARE IN VIOLATION OF THE CODE OF ORDINANCES OF THE CITY OF PERRYVILLE: OPEN BURNING; FAILURE TO CONTACT DIG RITE 3 WORKING DAYS PRIOR TO DIGGING; FAILURE TO MAINTAIN PROPER OCCUPATIONAL LICENSE WITH THE CITY; STORAGE OF CONSTRUCTION MATERIAL ON CITY RIGHT-OF-WAY; AND ACCUMULATION OF MUD AND DEBRIS ON CITY STREETS. VIOLATIONS OF THE ABOVE MAY RESULT IN PROSECUTION IN MUNICIPAL COURT.

SIGNATURE OF APPLICANT

ADDRESS OF APPLICANT

APPLICATION DATE

SEE CITY ORDINANCE FOR TRACER WIRE REQUIREMENTS. ANY MO ONE CALL VIOLATIONS WILL BE ISSUED A CITATION FOR MUNICIPAL COURT, AND THE DIGGER IS LIABLE FOR DAMAGES.

