

## APPLICATION FOR RESIDENTIAL PERMITS

### TYPE OF IMPROVEMENT

 SINGLE FAMILY

 DUPLEX

 REMODEL/ADDITION

### PROPERTY INFORMATION

Address \_\_\_\_\_

Zoning \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_ Block # \_\_\_\_\_

### OWNER INFORMATION

Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

### CONTRACTOR'S INFORMATION

CONTRACTOR'S	NAME	ADDRESS	PHONE
Applicant (not owner)			
General Contractor			
Architect/Engineer			

### BUILDING PERMIT APPLICATION

Measurements in linear feet	Number of	Square footage of
Front Setback:	Stories:	Lot Area:
Rear Setback:	Bedrooms:	Total Area Under Roof:
Left Setback:	Full Baths:	Heated Space Above Ground:
Right Setback:	Partial Baths:	Heated Space Below Ground:
Height Above Grade (peak):	Garages:	Parking Area:
	Fireplaces:	Garage Area:
	Enclosed Parking (spaces):	
	Outside Parking (spaces):	
Curb Cut <input type="checkbox"/> Yes <input type="checkbox"/> No (see page 3)		
New Culvert <input type="checkbox"/> Yes <input type="checkbox"/> No (see page 3)		
Estimated Cost of Building: \$ _____		

 Principal Frame Type:  Masonry  Wood  Steel  Concrete  Other (specify) \_\_\_\_\_

List lumber sizes for the following:

Girders \_\_\_\_\_ Floor Joist \_\_\_\_\_ Ceiling Joist \_\_\_\_\_

Rafters \_\_\_\_\_ Engineered Trusses \_\_\_\_\_ Beams \_\_\_\_\_

Deck Location (if any): \_\_\_\_\_ Size: \_\_\_\_\_

Electrical Work  Yes  No **ELECTRICAL PERMIT APPLICATION**

Service Size _____ Amps		# of Circuits: <input type="checkbox"/> 2 Wire <input type="checkbox"/> 3 Wire <input type="checkbox"/> 4 Wire			# of Outlets: <input type="checkbox"/> 110V <input type="checkbox"/> 220V		
	Power Devices	No.	Output/Load		Power Devices	No.	Output/Load
1				6			
2				7			
3				8			
4				9			
5				10			
Total Number of Motors:							
Estimated Cost of Electrical Work: \$							

Plumbing Work  Yes  No **PLUMBING PERMIT APPLICATION**

Enter the Number of New Fixtures Being Installed					
Tubs		Floor Drains		Backflow Preventers	
Showers		Water Heaters		Water Pumps	
Lavatories		Water Softeners		Rainwater Leaders	
Toilets		Sewage Ejectors		Stacks	
Urinals		Sump Pumps		Catch Basins	
Sinks		Bidets		Humidifiers	
Laundry Tubs		Washing Machines		Miscellaneous Fixtures	
Dishwashers		Garbage Disposals			
<b>Total Number of Fixtures</b>					
New Water Meter <input type="checkbox"/> Yes <input type="checkbox"/> No		Water Meter Size: <input type="checkbox"/> ¾" <input type="checkbox"/> 1" <input type="checkbox"/> 1 ½"			
New Yard Meter <input type="checkbox"/> Yes <input type="checkbox"/> No		Yard Meter Size: <input type="checkbox"/> ¾" <input type="checkbox"/> 1" <input type="checkbox"/> 1 ½"			
Street Cut <input type="checkbox"/> Yes <input type="checkbox"/> No (see pg. 3)		Length of cut: <input type="checkbox"/> Partial <input type="checkbox"/> Half <input type="checkbox"/> Full			
New Sewer Tap <input type="checkbox"/> Yes <input type="checkbox"/> No		Estimated Cost of Plumbing Work: \$			

Mechanical Work  Yes  No **MECHANICAL PERMIT APPLICATION**

Enter Number of New Units					
Forced Air Furnace		Incinerator		Heat Pump	
Unit Heater		Boiler		Air Cleaner	
Gas/Oil Conversion		Coil Unit		Kitchen Exhaust Hood	
Space Heater		Window A/C Unit		Electric Furnace	
Gravity Furnace		Split System A/C		Clothes Dryer	
Solid Fuel Appliance		A/C Compressor			
Type of Heating Fuel: <input type="checkbox"/> Nat. Gas <input type="checkbox"/> LPG <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Other					
Estimated Cost of Mechanical Work: \$					

**TOTAL ESTIMATED VALUE OF IMPROVEMENTS \$ \_\_\_\_\_**

**Additional information:**

**Curb Cut Fee:** \$75.00. Fee is for the vertical cuts only. It is the contractor's responsibility to remove curb and make any other necessary cuts.

**Street Cut:** Coordinate street cuts with City Building Inspector. Basic cut: \$100.00, half cut: \$200.00, full cut: \$300.00. Fee includes asphalt cutting and patching of the cut street. Contractor must backfill trench with appropriate backfill material. Top 12" must be backfilled with base and compacted.

**Culverts:** Coordinate culvert installation with City Building Inspector. Contractor may install culvert or pay the City to install. Fee for City installation: \$320.00 up to twenty-four (24) feet with each additional foot at \$12.00 per foot (includes installation and inspection). Inspection of culvert if not installed by the City: \$60.00. Contractor must coordinate culvert sizing and installation or inspection fees with City Building Inspector before installation. INSPECTION AND FEES ARE REQUIRED REGARDLESS IF CULVERT IS INSTALLED BY CITY OR NOT.

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**Application requirements:**

1. Completed application must be submitted to the Building Regulations Department for review.
  2. You will receive a response concerning your submitted application within 10 business days.
  3. Payment is due at the time permits are picked up.
  4. Failure to properly fill out this application completely may delay permitting process.
  5. Along with the completed application, site plans are required.
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**Inspections:**

Schedule inspections with the Building Inspector by calling City Hall at 417-859-2352 between the hours of 8:00 am and 12:00 pm, Monday through Friday. If at all possible, please schedule inspections at least 24 hours in advance. The required inspections are: FOOTING, UNDERSLAB PLUMBING AND ELECTRICAL, BASEMENT WALL (pre-backfill), BUILDING SEWER, WATER SERVICE, FRAMING, PLUMBING, ELECTRICAL, MECHANICAL, DECK, and FINAL. Other inspections may be required in some situations. Certificate of Occupancy will not be issued unless Final inspection has been performed and is found satisfactory.

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**Additional Requirements:**

1. All developers, contractors, builders, and lot owners must comply with City Ordinance Chapter 205 as it pertains to nuisances; Chapter 210.1250 as it pertains to storage and accumulation.
2. Burning of construction materials within the City limits is prohibited.
3. All premises and exterior property shall be maintained free from weeds or plant growth in excess of 10" inches.
4. Streets must be kept clear of construction debris and materials.
5. It is the responsibility of the applicant for damages to the City right-of-way and easements.
6. Per RSMo. Chapter 260, "Notice: The disposal of demolition waste is regulated by the department of natural resources pursuant to chapter 260, RSMo. Such waste, in types and quantities established by the department, shall be taken to a demolition landfill or a sanitary landfill for disposal."

7. Per RSMo. Chapter 260, "Any person who engages in building construction, modification or in construction, modification or demolition which produces demolition waste, in types and quantities established by the department, shall dispose of such waste in a demolition or sanitary landfill or other authorized sites as provided by rule. Each such person shall maintain records of sites used for demolition disposal for a period of one year. These records shall be made available to the department upon request."
8. Permits must be paid for and construction commenced within 180 days of notification of approval or they will expire.
9. The City of Marshfield is currently under the 2013 IRC, IBC, IPC, IMC, IEBC, IFGC, and 2011 NEC. All construction must comply with these codes.

I hereby certify that I am the owner or duly authorized agent. I hereby verify that the answers and other information on this application is true and correct and I have read and understand the above procedures and requirements as they pertain to the City of Marshfield Building Regulations and by signing this form acknowledge compliance with these rules.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Date Received by City \_\_\_\_\_