

**WHEN IS A PERMIT REQUIRED?**

A permit is required prior to erection, construction or reconstruction of any building or structure or any structural alteration of an existing building or structure within the City of Bolivar.

**WHAT IS REQUIRED TO RECEIVE A PERMIT?**

- Fill out and submit a Building Permit Application.
- Submit a floor plan or any other available drawings.
- Provided the applicant has satisfied all conditions and requirements of the building and zoning regulations and paid the appropriate fees, a building permit may be issued.
- Building permits are paid for and picked up at Bolivar City Hall.

**WHAT INSPECTIONS ARE REQUIRED?**

The following inspections are required for all residential construction:

- |                              |                    |
|------------------------------|--------------------|
| • Footings                   | • Sewer Service    |
| • Foundations/Basement Walls | • Water Service    |
| • Framing                    | • Electric Service |
| • MEP Rough-Ins              | • Driveway Apron   |
| • Gas                        | • Final            |
| • Insulation                 |                    |

MEP rough-in inspections may be performed separately at the contractor's request, or they may be done in conjunction with the framing inspection.

To schedule an inspection, contact the Building Inspector a minimum 24 hours in advance. Please provide the following information when scheduling an inspection:

- Permit Number
- Address
- Type of Inspection

**CERTIFICATE OF OCCUPANCY**

Occupancy will not be permitted before a final inspection has been completed and a Certificate of Occupancy has been issued. The 2009 IRC allows for the issuance of a Temporary Certificate of Occupancy, at the discretion of the Building Inspector, only if all safety considerations have been met to the satisfaction of the building code and a final inspection has been completed.

**BUILDING CODES**

The City of Bolivar has adopted the following building codes:

- 2009 International Building Code
- 2009 International Residential Code
- 2009 International Mechanical Code
- 2009 International Plumbing Code
- 2009 International Fuel Gas Code
- 2009 International Fire Code
- 2008 National Electrical Code
- 2009 International Property Maintenance Code

**QUESTIONS?**

Contact the Building Department at (417) 326-2489, ext 290.



345 SOUTH MAIN AVENUE, PO BOX 9  
BOLIVAR, MISSOURI 65613

PH: (417) 326-2489 • FAX: (417) 328-0223  
[www.bolivar.mo.us](http://www.bolivar.mo.us)

**RESIDENTIAL CONSTRUCTION:  
R-1, R-2, R-3, R-4**

The zoning requirements are as numerous as they are diverse. The following is only intended as a brief overview which answers the most commonly asked questions regarding the zoning regulations. It is highly recommended that you contact the Planning & Zoning Department for further zoning requirements.

**ZONING DISTRICTS**

- R-1: Single-Family Dwelling District**  
low-density, single-family dwellings  
certain public facilities
- R-2: Single-Family Dwelling District**  
low-density, single-family dwellings  
certain public facilities
- R-3: Two-Family Dwelling District**  
slightly higher density  
duplexes, single-family homes, home occupations  
certain community facilities, certain special uses
- R-4: Multiple-Family Dwelling District**  
high density  
co-mingling of compatible single-family and two-family dwellings, apartments, home occupations  
certain community facilities, certain special uses

**LOT SIZES**

- R-1:** Overall lot size cannot be less than 9000 sf
  - average lot width cannot be less than 70 ft
  - corner lot width cannot be less than 90 ft
- R-2:** Overall lot size cannot be less than 7500 sf
  - average lot width cannot be less than 60 ft
  - corner lot width cannot be less than 80 ft
- R-3: Single-Family Dwelling**  
Overall lot size cannot be less than 7500 sf
  - average lot width cannot be less than 60 ft
  - corner lot width cannot be less than 80 ft
 Two-Family Dwelling  
Overall lot size cannot be less than 5000 sf per family
- R-4:** Total area of principal and all accessory buildings shall not cover more than 40% of zoning lot  
Single-Family Dwelling  
Overall lot size cannot be less than 7500 sf
  - average lot width cannot be less than 60 ft
  - corner lot width cannot be less than 80 ft
 Two-Family Dwelling  
Overall lot size cannot be less than 4000 sf per family
  - average lot width cannot be less than 60 ft
  - corner lot width cannot be less than 80 ft
 Multiple-Family Dwelling  
Overall lot size cannot be less than 9000 sf or 3000 sf per family, whichever is larger (does not apply to dormitories or rooming and lodging houses where no cooking is done in individual rooms or apartments)

**ADDRESS REQUIREMENTS**

Minimum 4 inch high numbers located in a well-lit area visible from the street

**SETBACKS—PRINCIPAL STRUCTURES**

Always refer to a property's final plat to determine easement requirements.

<b>R-1, R-2</b>	<p><b>Front Yard:</b> whichever is greater of the following:</p> <ul style="list-style-type: none"> <li>• 30 ft in depth measured from the front lot line</li> <li>• on collector streets, 70 ft in depth measured from the centerline of the street</li> <li>• on arterial streets, 80 ft in depth measured from the centerline of the street</li> </ul> <p>Where a lot is located at the intersection of 2 or more streets, there shall be a front yard on each street side. However the buildable width of the lot cannot be reduced to less than 35 ft. In such cases, there shall be a yard along the side street with a depth not less than 5 ft.</p> <p><b>Rear Yard:</b> whichever is smaller of the following:</p> <ul style="list-style-type: none"> <li>• 30 ft in depth</li> <li>• 20% of lot depth</li> </ul> <p><b>Cul-de-sac Yard:</b> 20 ft from the radius</p>
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- R-1: Side Yard:** minimum 10 ft width on each side
- R-2: Side Yard:** minimum 8 ft width on each side

<b>R-3, R-4</b>	<p><b>Front Yard:</b> whichever is greater of the following:</p> <ul style="list-style-type: none"> <li>• 30 ft in depth measured from the front lot line</li> <li>• on collector streets, 70 ft in depth measured from the centerline of the street</li> <li>• on arterial streets, 80 ft in depth measured from the centerline of the street</li> </ul> <p>Where a lot is located at the intersection of 2 or more streets, there shall be a front yard on each street side. However the buildable width of the lot cannot be reduced to less than 28 ft. In such cases, there shall be a yard along the side street with a depth not less than 5 ft.</p> <p><b>Rear Yard:</b> whichever is smaller of the following:</p> <ul style="list-style-type: none"> <li>• 25 ft in depth</li> <li>• 20% of lot depth</li> </ul> <p><b>Cul-de-sac Yard:</b> 20 ft from the radius</p>
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- R-3: Side Yard:** minimum 5 ft width on each side
- R-4: Side Yard:** structures 35 ft or less in height—minimum 5 ft width on each side  
structures in excess of 35 ft in height – minimum 8 ft width on each side

**FENCE REQUIREMENTS**

- R-1, R-2, R-3:** Fences are not required.
- R-4:**  
Where adjacent or adjoining property is zoned R-1 or R-2:  
Solid or semi-solid fence between 6 ft and 8 ft tall  
Where adjacent or adjoined property zoned R-1 or R-2, but separated by a public right-of-way other than an alley:  
10 ft tall landscape buffer consisting of trees, shrubs and evergreens shall be provided along property line zoned R-4.  
For exceptions, see Land Use Regulations.

**SETBACKS—ACCESSORY STRUCTURES**

Always refer to a property's final plat to determine easement requirements.

- Front Yard:** An accessory structure may not be located in the principal structure's required front yard setback.
- Side Yard:** An accessory structure may not be located in the principal structure's required side yard setback. Furthermore, if the accessory structure has a vehicular alley entrance, the sum of the width of the alley and the principal structure's side yard setback shall not be less than 25 ft.
- Rear Yard:** An accessory structure may be located in the principal structure's required rear yard setback. However, an accessory structure must have a minimum 5 ft rear setback. Furthermore, the accessory structure may not occupy more than 30% of the principal structure's required rear yard setback.
- Other:** A accessory structure may not be erected closer than 5 ft to any other building.

**HEIGHT RESTRICTIONS**

- R-1, R-2, R-3:** No building shall exceed 35 ft in height
- R-4:** No building shall exceed 45 ft in height  
Exception: For each 1 ft of additional front yard provided, 2 ft of additional height will be permitted

**PARKING**

- Single-Family Dwellings and Two-Family Dwellings:**
  - 3 spaces required per dwelling unit
  - spaces may include garages and driveways located from public right-of-way into the property
  - use of required front yard for parking allowed
- Multiple-Family Dwellings:**
  - 2 spaces required per dwelling unit
  - spaces may include garages
  - use of required front yard setback not allowed
  - all entrances and exits shall be adequate for emergency vehicle movement
- Dormitories, Fraternities, Sororities:**
  - 1 space required per occupant of the designed maximum capacity of the building

**Size Requirements:** parking spaces must be at least 9 ft in width and at least 20 ft in length  
**Surfacing:** hot mix asphalt, concrete, brick pavers, or other similar material substantially equivalent in strength and durability to asphalt or concrete

**QUESTIONS?**

Contact Planning & Zoning at (417) 326-2489, ext 224.