



Permit Number: _____
 Date Submitted: _____
 Date Printed: _____

COMMERCIAL BUILDING PERMIT APPLICATION

- Allow a minimum of 48 hours for permit processing. Permits are picked up and paid for in the Utilities Department.
- Before beginning any excavation, contact Missouri One Call at 1-800-344-7483 to locate underground utilities.
- Issuance of Permit does not guarantee approval of project or confer approval of any named contractor.
- Issuance of Permit does not grant right to owner/contractor to violate any City, State or Federal law.
- Questions? Contact – City of Bolivar Building Inspector, Kyle Lee: 417-328-5826, klee@bolivar.mo.us or Permit Technician, Lacy Hamby: 417-328-5825, lhamby@bolivar.mo.us

I certify the following information provided is accurate to the best of my knowledge and accurately represents the proposed work. I understand this application must be fully completed, including signatures and cost of construction, before a permit will be issued. In addition, I understand this permit application shall be deemed expired 180 days after the date of filing unless such application has been pursued in good faith or a permit has been issued. The Building Official, at his discretion, is authorized to grant an extension to this application. However, a request for an extension must be submitted in writing prior to the expiration date. This is the only notice I will receive for the renewal of the application and keeping the application valid is my responsibility.

Applicant Name: _____
please print please sign date

Project Contact Person: _____ Project Address: _____

Project Contact Phone: _____ Email: _____

Property Owner: _____ Mailing Address: _____

Property Owner Phone: _____ Email: _____

DESCRIPTION OF WORK

- The City of Bolivar has adopted the following building codes: 2015 ICC, IBC codes, 2008 NEC.
- Three (3) wet-sealed sets of construction documents (Minimum 2 hard required & 1 Digital preferred) prepared by a State of Missouri registered architect and/or engineer are required to be submitted with this application for all commercial const., including remodels and infills. Allow 2 weeks for document review in house plus any 3rd party review which may be required.
- In addition to the requirements of the codes listed above, a secure key box is required for all commercial construction. Please contact the Bolivar City Fire Department for acceptable product and location. (417) 328-5853

TYPE OF CONSTRUCTION, check all that apply:

- STRUCTURE**
- New Commercial Building Remodel Addition
 - New Three-Family Dwelling Other New Multi-Family Dwelling, please specify number of units: _____
 - Temporary Job Trailer Parking Lot Driveway Apron
 - Infill Construction, please specify name and type of business: _____
 - Accessory Structure, please specify: _____
 - Demolition: What type of structure is planned to be demolished? _____
 - Re-roof: What is the: existing roofing material? _____ New roofing material? _____
 Will repairs to decking occur / Other construction for roofing? Yes No
 If Re-roofing, over existing roof material, total number of layers when completed? 1 2 3+
 - Other, please specify: _____

PERMITS NEEDED, check all that apply:

- Structural Mechanical Electrical Plumbing Fire Protection

SIZE OF CONSTRUCTION:

Square footage of entire structure as it exists (include all floors): _____
Total Square foot of project under roof: _____ **Estimated cost of construction:** _____
(Include all floors, basement, porches, garages etc.)

Type of Construction: I II III IV V A / B **Classification:** A ___ B E F H ___ I ___ M R ___ S ___ U

Land disturbance permits are required by Missouri Department of Natural Resources for construction activities of one or more acres, or for construction activities that disturb less than one acre when they are part of a larger common plan of development or sale that will disturb a cumulative total of one or more acres over the life of the project. If applicable, please attach copy of permit. Permit attached? Yes No

FENCE	<ul style="list-style-type: none"> Fences may not be located in drainage easements. Fences may be located in utility easements. However, if the easement needs to be accessed, the fence shall be removed at the owner's expense. For fence height and other requirements please refer to the "Citizen's Guide" on Fences. Copies are available at City Hall. <p>Lot Type: <input type="checkbox"/> Inner Lot <input type="checkbox"/> Corner Lot Fence Material: _____</p> <p>Fence Location on Property: <input type="checkbox"/> Front Yard <input type="checkbox"/> Side Yard <input type="checkbox"/> Rear Yard</p> <p>Fence Height: _____ Estimated cost of construction: _____</p>
SIGN	<ul style="list-style-type: none"> No sign, including banners, shall be located in the right-of-way or the sight triangle. <p>Sign Type Check all that apply:</p> <p><input type="checkbox"/> Ground <input type="checkbox"/> Wall <input type="checkbox"/> Temporary Ground <input type="checkbox"/> Banner <input type="checkbox"/> Portable <input type="checkbox"/> Pole</p> <p><input type="checkbox"/> Other, please specify: _____</p> <p>Quantity: _____ Size: _____ Height above ground: _____</p> <p>Will the sign have electrical service: <input type="checkbox"/> Yes <input type="checkbox"/> No Estimated cost of construction: _____</p>

CONTRACTORS

- All General Contractors must have a current City of Bolivar Business License. Sub-Contractors may operate under GC business license only for work GC oversees.
- Beginning April 22, 2010, all contractors renovating pre-1978 construction must be EPA Lead-Safe Certified.

GENERAL	Name: _____ Phone Number: _____ Lead-Safe: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address: _____ Licensed: <input type="checkbox"/> Yes <input type="checkbox"/> No License #: _____
ELECTRICAL	Name: _____ Phone Number: _____ Lead-Safe: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address: _____ Licensed: <input type="checkbox"/> Yes <input type="checkbox"/> No License #: _____
PLUMBING	Name: _____ Phone Number: _____ Lead-Safe: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address: _____ Licensed: <input type="checkbox"/> Yes <input type="checkbox"/> No License #: _____
MECHANICAL	Name: _____ Phone Number: _____ Lead-Safe: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address: _____ Licensed: <input type="checkbox"/> Yes <input type="checkbox"/> No License #: _____
SIGN/FENCE	Name: _____ Phone Number: _____ Lead-Safe: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address: _____ Licensed: <input type="checkbox"/> Yes <input type="checkbox"/> No License #: _____

OFFICE USE ONLY

Parcel Number: _____

Subdivision: _____ Block: _____ Lot: _____

Zoning District: _____ Flood Zone: _____ Required Parking: _____

Lot: Inner Lot Corner Lot Type of Street: Arterial Local Collector

Property Setbacks: Front: _____ Left Side: _____ Right Side: _____ Rear: _____

Project Setbacks: Front: _____ Left Side: _____ Right Side: _____ Rear: _____

Easements: _____

Notes: _____

Landscaping: Y N Stormwater Detention: Y N Plans & Specifications submitted: Y N