

APPLICATION FOR CONSTRUCTION PERMIT

City of Jefferson
 Department of Planning & Protective Services
 Development Services Division
 320 E. McCarty Street, Jefferson City, MO 65101
 Phone (573) 634-6410 Fax (573) 634-6562
jcplanning@jeffcitymo.org
www.jeffersoncitymo.gov

Indicate type of work proposed for this permit:

Building Plumbing Electrical Mechanical

1. Property Information (location of proposed construction)

Street Number: _____ unit / suite # _____

Street Name: _____

Lot # _____ Subdv: _____

Located in 100-Year Floodplain? Yes No

2. Type Work: New Alteration Addition Repair

If not new work, is structure historic? Yes No

3. Type Use: Business Educational

Single family Mercantile Institutional

Two family Restaurant Warehouse

Townhouse Bar/Night club

Multi-Family Daycare

Other: _____

Accessory uses: garage rear deck fence
 swimming pool carport utility shed ret. wall
 footing tower other: _____

4. Brief Description of Work:

If needed, use sketch plan on back page to show addition information:

5. General Building Information:

Const. Cost \$ _____ Area _____ sq. ft.

Number of stories: _____ Bathrooms per unit: _____

Number of units: _____ Bedrooms per unit: _____

Type Basement: unfinished finished none

Type Heating: electric gas other

6. Permit Fee Calculation:

Modifier

> Residential rate, (single family up to 2 units) ----- .0025
 (3 or more units will be at commercial rate)

> Commercial rate, first 10 million of cost, ----- .0050
 then @ (.0020) for cost over 10 million.

> Minimum Permit Fee \$10.00

(\$ _____) X (_____) = Permit Fee _____

*Construction Cost modifier
 *(Construction Cost - Subject to Verification)

** \$408 for each new sewer connection Add _____

Total Permit Fee Due _____

Fee paid type payment: cash credit card check

This space for official use

Amount paid: \$	PERMIT # BP -	
<input type="checkbox"/> Data-entry	Department Review	approved
Bldg. code - 2009 I.B.C.	Fire	
Use Group	Public Works	
Type Const.	Planning	
Occ load	Health	
Sprinkler sys.	Building	

7. Property Owner:

Name: _____

Address: _____

City: _____ zip _____

phone _____ contact _____

email address _____

8. Consultant / Design Professional lic# _____

Name: _____

Address: _____

City: _____ zip _____

phone _____ contact _____

email address _____

9. Licensed General Contractor: lic. # _____

Name: _____

Address: _____

City: _____ zip _____

phone _____ contact _____

email address _____

10. Sub-Contractor Information: sub-contractors on this project.

Mechanical contr.: _____

Plumbing contr.: _____

Electrical contr.: _____

11. Certification: I hereby certify that I am the owner of record of named property, or that the proposed work is authorized by the owner of record and I have been authorized to make this application as his agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant

Date

NOTE: The Department of Natural Resources requires any demolition or renovation activities in regulated structures to be inspected to determine if any asbestos containing materials are present. For information contact - DNR at (573-751-4817) or www.dnr.mo.gov

12. Permit Approval:

Authorizing Official

Date

Permit Fee Refunds: Permit fees may be refunded upon written request within 60 calendar days from the date the permit was issued. The written request must include: property address; permit number; a statement to withdraw the permit; and be signed by the individual who signed the original permit application. The amount refunded will be less a processing cost of \$50 or 20% of the issued permit cost, whichever is greater.

Commercial Projects:

includes multifamily residential buildings with 4 or more units.

Requires, a complete set working drawings to be submitted with permit application.

Minimum of (3) sets required for the plan review process. Plans must be prepared by and sealed by a licensed design professional, in accordance with Section 327 of the Missouri Revised Statutes.

General Construction, Electrical & Plumbing Work: All contractors shall license with the City of Jefferson to do commercial work.

Asbestos Requirements: The disposal of demolition waste is regulated by the Department of Natural Resources under (Chapter 260 RSMo.) Such waste in types and quantities established by the Dept. of Natural Resources shall take to landfill or sanitary landfill for disposal. The Department of Natural Resources requires any demolition or renovation activities in regulated structures to have been thoroughly inspected to determine if any asbestos containing materials are present. If asbestos is found, DNR shall be notified ten working days prior to its removal.

For more information you may contact DNR at 573-751-4817 or www.dnr.mo.gov program home page

Residential Permits, for One & Two Family :

Any work not performed by the home owner shall require a licensed contractor(s) issued by the City for such work.

(note: rental units are considered commercial work)

Submit one copy of building construction plans and specifications associated with the permit application.

Minimum inspection required for construction:

- 1.) footing & foundation,
- 2.) framing & rough in work
- 3.) final job completion and issuance of certificate of occupancy.

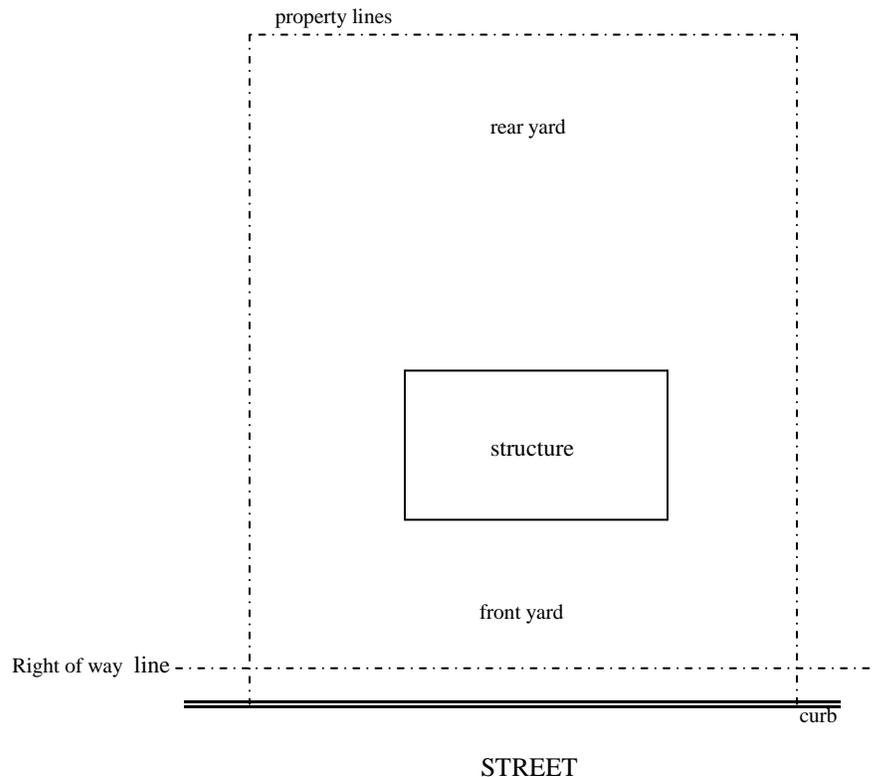
For new residential construction, obtain a builder's packet from Planning and Protective Services. Fill in the requested information and submit building plans, specifications and plot plan.

Plan showing the following minimum information:

- a. Location and dimensions of new construction on lot, to scale, i.e. main structure with any bump outs or deck extension, utility structures, driveway or swimming pool.
- b. Indicate the setback distance between property lines and structure(s).
- c. Indicate the direction of storm water runoff on new construction.
- d. Indicate new building sewer or other easements that may exist on the lot.

Notes

Sketch Plot Plan:



INSPECTION INFORMATION

All buildings will require some sort of inspection. What kind of inspection you need will depend on the type of permit you applied for, some projects may have more inspection points than others. The following is a general overview of the inspection process to help you obtain the proper inspections for your project. Should you have questions concerning an inspection, please call this office at 573-634-6410.

Who to call

All inspectors can be reached at the General Reception Desk (573-634-6410)

Footing and foundation, framing or building code questions -----	Building Inspector
Plumbing inspections, plumbing code questions -----	Plumbing Inspector
For electrical inspections or electrical code questions -----	Electrical Inspector
For sign information -----	Sign Inspector
For storm water or flood plain issues -----	Storm Water Engineer
For City sewer information -----	City Sewer Engineer
For street cuts, driveway approach information or inspections -----	Street Inspector
For utility locates -----	Dig Rite (1- 800-344-7483)

Minimum Inspection points

Foundation & Ground work Inspections

Footing and foundations:	inspected by the building inspector prior to pouring concrete.
Electrical ground work inspections:	inspected by the electrical inspector for electric wire to be buried.
Plumbing ground work inspections:	inspected by the plbg inspector for buried sewer pipes or drains.

Framing & Rough-in Inspections

Framing and Rough in Inspections:	inspected by the building inspector.
Electrical rough-in, to be inspected:	inspected by the electrical inspector.
Plumbing rough-in, to be inspected:	inspected by the plumbing inspector.

Final Inspections

Building final:	inspected by the building inspector.
Electrical final:	inspected by the electrical inspector.
Plumbing final:	inspected by the plumbing inspector.

Certificate of Occupancy required before structure can be occupied

After completion of all work a request for a certificate of occupancy must be made to the Building Department. A certificate will be issued after all the above inspections have been completed and signed off by the responsible inspectors. This document must be obtained before the structure can be occupied, and in some cases will be required by mortgage lenders.

Other Conditions

- All work to be done in compliance with the laws and ordinances pertaining to the same and conformity with the plans specifications and application filed with and approved by the Inspections Services Division.
- The building permit conveys no right to occupy any street, alley or sidewalk or any portion thereof, either temporarily or presently, encroachments on public property not specifically permitted under the building code must be approved by the jurisdiction.
- Street or alley grades as well as depth and location of public sewers may be obtained from the Department of Public Works.
- It is the owner's or other agent's responsibility to determine the location of property lines, in order to comply with applicable Federal, State or Local laws rules and regulations or deed restrictions. The issuance of this permit does not release the applicant from the conditions of any applicable subdivision restrictions.
- This permit shall be null and void if construction is not started within 180 days of the date the permit is issued or 180 days from last inspection.

Local Utility Information

Natural Gas	Ameren Missouri		1-800-522-7011
Electric Service	Ameren Missouri		573-634-3769 or 1-800-522-7583
Water Service			
central	Missouri American Water Co.	906 W. High St	866-430-8020
west end	Public Water Dist. No. 1	4346 Rainbow Dr.	573-893-2848
south	Public Water Dist. No. 2	1944 Vieth Dr.	573-635-7011
east of Moreau River	Public Water Dist. No.3		573-395-4578
Waste Removal	Allied Waste Service, 5605 Moreau River Access Rd.		751-635-6410
Sewer Service	Jefferson City Sewer Department		573- 634-6410

Other Government Agencies

Missouri Department of Natural Resources			573-751-4817
- NPDES permits			or www.dnr.mo.gov
- asbestos removal permits			
- burn permits			

Jefferson City Public Works Department			573-634-6410
-street information			
-curb cut permit			
-storm water management information			

Jefferson City Fire Department			573- 634-6401
-blasting permit			
-burn permit			

NOTES