



# COMMERCIAL REMODEL/INFILL PERMIT APPLICATION

715 W. Mt. Vernon  
PO Box 395, Nixa MO 65714  
725-5850 Fax 724-2381

Application Date \_\_\_\_\_

Permit # \_\_\_\_\_

## PROPERTY INFORMATION

Property Address \_\_\_\_\_

Proposed Use \_\_\_\_\_ Zoning \_\_\_\_\_

## OWNER / LANDLORD INFORMATION

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

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

## TENANT INFORMATION

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

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

## CONTRACTOR INFORMATION

Contractor Name: \_\_\_\_\_ Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Do you have a City of Nixa Business License? \_\_\_\_\_ Business License #: \_\_\_\_\_

**\*\*Please NOTE: Your infill permit WILL be delayed if you have not applied for a business license.**

### Permit Type:

\_\_\_\_\_ Commercial Remodel - Total Square Footage of Remodel \_\_\_\_\_

\_\_\_\_\_ Infill with Changes - Total Square Footage of Infill \_\_\_\_\_

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Please mark the changes to be made:

# of Electric Meters \_\_\_\_\_ Size of Electric Meter(s) \_\_\_\_\_

# of Water Meters \_\_\_\_\_ Size of Water Meter(s) \_\_\_\_\_

Occupancy Load \_\_\_\_\_

Restaurant, # of Seats \_\_\_\_\_

Fire Protection System Yes \_\_\_\_\_ No \_\_\_\_\_

**Estimated Value of Improvements \$ \_\_\_\_\_**

**FAILURE TO PROPERLY FILL OUT THIS APPLICATION MAY  
DELAY PROCESSING OF PERMIT.**

**OFFICE USE ONLY**

Approved by Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

Notes:

Approved by Planner: \_\_\_\_\_ Date: \_\_\_\_\_

Notes:

**Permit Costs**

**All application fees are due at the time permit is submitted. The plan review WILL be delayed until payment is made in full.**

Infill with changes: \$ 0.25 per sq. foot of infill space  
With Mechanical + \$ 60.00  
With Plumbing + \$ 60.00  
With Electric + \$ 60.00  
Plan Review will be billed after plan review by a 3rd party reviewer

Commercial Remodel: \$ 0.25per sq. foot of commercial space  
With Mechanical + \$ 60.00  
With Plumbing + \$ 60.00  
With Electric + \$ 60.00  
Plan Review will be billed after plan review by a 3rd party reviewer

If a new water meter or electric meter is needed charges will be as follows:

200 AMP Electric Meter \$ 90.00  
400 AMP Electric Meter \$ 185.00  
3 Phase Electric Meter \$ 575.00

3/4" Water Meter \$ 165.00 Please Note: City Installed Meter will cost more  
1" Water Meter \$ 290.00  
2" Water Meter \$ 615.00

**FOR OFFICE USE ONLY**

**FEES:**

Building Permit Fee: \$ \_\_\_\_\_ (5-400)

Electric Insp. Fee \$ \_\_\_\_\_ (5-450)

Electric Meter Fee: \$ \_\_\_\_\_ (1-4040)

Plumbing Insp. Fee \$ \_\_\_\_\_ (5-450)

Water Meter Fee: \$ \_\_\_\_\_ (2-4010)

Mechanical Insp. Fee \$ \_\_\_\_\_ (5-450)

**Total Fees:** \$ \_\_\_\_\_ **Fees figured by:** \_\_\_\_\_

# REQUIREMENTS

**THE 2012 INTERNATIONAL BUILDING CODES AND THE 2011 NATIONAL ELECTRICAL CODE ARE THE OFFICIAL CODES OF THE CITY OF NIXA.**

## APPLICATION REQUIREMENTS

1. Completed application and payment of fees.
- 2 4 (four) sets of stamped plans to include:
  - a. Floor plan with plumbing, mechanical and electrical design, size and location of electrical service.
  - b. Structural details
  - c. Fire System (if applicable)
  - d. Plans to include building data, such as use group, construction type and square footage.

All construction documents must be prepared by a registered design professional and shall include the name and address of the design professional, along with signature, date and seal. Engineering details of any structural, mechanical and electrical work, including computation, stress diagrams and other essential technical data must be signed and sealed by a registered engineer.

## INSPECTIONS & UTILITY REQUIREMENTS

Inspections to be scheduled through City Hall at 725-5850. The permit must be posted on site and address must be given when inspection is requested. The required inspections are: FRAMING, ELECTRICAL, MECHANICAL, PLUMBING, IN-GROUND PLUMBING, GAS, PERMANENT ELECTRIC, FINAL for occupancy and OTHERS AS REQUIRED. Call before 9:00 AM for afternoon inspections. After 9:00 AM, inspections will be taken for the next working day. During busy times of the year, one full day's notice may be required.

## SOLID WASTE AND NUISANCE REQUIREMENTS AT SITE

1. Developers, builders and lot owners must comply with City Ordinance Chapter 9, Article I as it pertains to solid waste and City Nuisance Ordinance Chapter 13 as it pertains to trash, weeds, building materials, and dirt on the street. One warning will be given; after which time, a stop order will be issued for the development or building.
2. The disposal of construction or demolition waste is regulated by the Department of Natural Resources under Chapter 260,RSMo. Such waste in types and quantities established by the DNR, shall be taken to a demolition landfill or a sanitary landfill for disposal.
3. The law also requires persons engaged in building construction, modification, or demolition to maintain records of sites used for demolition disposal. These records are to be maintained by the contractors for a period of one year.
4. It is the responsibility of the applicant for damages to City right-of-way and easements regardless of which subcontractor caused the damage.

I hereby certify that the answers and other information on this application are true and correct and I have read and understand the above procedures and requirements as they pertain to City building regulations and by signing this form, acknowledge compliance with these rules.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name : \_\_\_\_\_



## INFILL AGREEMENT

Date: \_\_\_\_\_

By signing this agreement the applicant agrees that the business located at \_\_\_\_\_ (address of infill) will not open for business until a Certificate of Occupancy has been issued. **Upon issuance of your permit a copy of this agreement shall be presented to the Utility Office whereupon a utility account can be established and the applicant can obtain utilities prior to receipt of a Certificate of Occupancy. If said business opens prior to a Certificate of Occupancy, the City SHALL disconnect the utilities until the infill permit is fully satisfied. A reconnect fee for utilities will be applied before a certificate of occupancy is issued.**

By signing below, I acknowledge that I have read and understood the above.

\_\_\_\_\_  
Applicant (printed name)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Building Inspector