



# MULTI-FAMILY BUILDING PERMIT APPLICATION

715 W Mt. Vernon  
PO Box 725-57502  
Nixa, MO 65714  
417-725-5850  
planning@nixa.com

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

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

## PROPERTY INFORMATION

Property Address: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Zoning: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Phase: \_\_\_\_\_ Lot: \_\_\_\_\_

## GENERAL CONTRACTOR INFORMATION

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street address City State Zip

Contractor's License #: \_\_\_\_\_

## OWNER INFORMATION—If different from general contractor

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street address City State Zip

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

## TYPE OF BUSINESS

Name of Business: \_\_\_\_\_

Restaurant: \_\_\_\_\_ Retail: \_\_\_\_\_ Office: \_\_\_\_\_ Warehouse: \_\_\_\_\_

Storage Facility: \_\_\_\_\_ Apartments/Multi-Family: \_\_\_\_\_

Other: \_\_\_\_\_

Contact Person for Project: \_\_\_\_\_ Phone: \_\_\_\_\_

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

## SUB CONTRACTOR INFORMATION

Excavation: \_\_\_\_\_  
Name Address Phone

Concrete: \_\_\_\_\_  
Name Address Phone

Carpentry: \_\_\_\_\_  
Name Address Phone

Electrical: \_\_\_\_\_  
Name Address Phone

Plumbing: \_\_\_\_\_  
Name Address Phone

Sewer: \_\_\_\_\_  
Name Address Phone

Mechanical: \_\_\_\_\_  
Name Address Phone

Roofing: \_\_\_\_\_  
Name Address Phone

Masonry: \_\_\_\_\_  
Name Address Phone

Drywall: \_\_\_\_\_  
Name Address Phone

Sprinkler: \_\_\_\_\_  
Name Address Phone

Paving: \_\_\_\_\_  
Name Address Phone

Fire Alarm: \_\_\_\_\_  
Name Address Phone

## Setbacks

The City of Nixa setback standards for Highway Commercial (HC) and General Commercial (GC) are: Front: 20 Ft Rear: 20 ft Both sides: 10 ft

The City of Nixa setback standards for Neighborhood Commercial (NC) and Office (O) are: Front: 15 ft Rear: 15ft Both Sides: 10 ft

**Make sure actual setbacks are noted on the plans.**

For more information on setback requirements, please refer to Section 117-277 of the City of Nixa Codes

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

## Building Structure

Building Square Footage \_\_\_\_\_ Number of Dwelling Units \_\_\_\_\_

Number of: Bathrooms \_\_\_\_\_ Service Sinks \_\_\_\_\_ Dishwashers \_\_\_\_\_

Floor Drains \_\_\_\_\_

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

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

Will this be a City or Developer installed meter/pit (Please note there will be a price difference! City installed meter/pit will be more. For prices please contact the Building Dept.

Parking Spaces \_\_\_\_\_

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

## Application Requirements

### **THE 2018 INTERNATIONAL BUILDING CODES AND THE 2017 NATIONAL ELECTRIC CODE ARE THE OFFICIAL CODES OF THE CITY OF NIXA.**

The following are examples of City requirements which may not be 2018 International codes or 2017 NEC requirements:

1. For commercial buildings needing more than one electrical meter, owner will be required to bring service wire from the meter loop over to the city's transformer. Owner will be required to furnish a pad for the city's transformer, C.T. Cabinet if required, and meter loop. Plans should specify what voltage is needed and what AMP service is needed at each meter location. Anything over 400 AMP service at each meter location will require a C.T. Cabinet at the meter location.
2. All projects shall furnish their own meter base.

Application Requirements:

1. Completed application.
2. Three sets of stamped plans, 1 electronic submission to include:
  - a) Site plan with setbacks
  - b) Footing, foundation plan
  - c) Floor plan with plumbing, mechanical, and electrical design, size and location of electrical service.
  - d) Elevations, all sides
  - e) Structural details
  - f) Fire System (if applicable)
  - g) Plans to include building data, such as use group, construction type and sq footage.
  - h) Plans to include: site grading, stormwater design, soil erosion protection, and landscaping.

Contd...

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

Inspections can be scheduled by calling 417-724-5775 or online at [www.nixa.com/building-inspections](http://www.nixa.com/building-inspections). Inspections vary by project, for a list of inspections for your specific project contact the Building Department at 417-725-5850. We do require a full 24 hours notice on all inspections.

## 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.

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

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

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

## Office Use Only

Approved by:

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

\_\_\_\_\_  
Date

Inspector Notes:

\_\_\_\_\_  
City Planner

\_\_\_\_\_  
Date

Planner Notes:

## Fees

Commercial Building:

Building Permit: \_\_\_\_\_

Electric Meter: \_\_\_\_\_

Water Meter: \_\_\_\_\_

Sewer Hook up \_\_\_\_\_

Sewer Impact: \_\_\_\_\_

Police Impact: \_\_\_\_\_

Plan Review: \_\_\_\_\_

Total Fees: \_\_\_\_\_

Impact Fees for Multi Family/Apartments are:

Sewer Impact: \$609 per unit

Police Impact: \$106 per unit

Parks Impact: \$307 per unit

Plan Review is sent to a 3rd party plan reviewer.

The fee will be based on their fees.