



# SINGLE FAMILY & DUPLEX 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: \_\_\_\_\_

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

## 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

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## SUB CONTRACTOR INFORMATION—Continued

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

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

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

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

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

## Lot Size & Setbacks

Lot size (square footage): \_\_\_\_\_

The City of Nixa standards on setbacks are: Front: 25 Ft Rear: 20 ft Both sides: 7 ft

This is measured from the property line to the foundation wall.

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

## Building Structure

Square Footage: Main Level: \_\_\_\_\_ Second Story: \_\_\_\_\_ Garage: \_\_\_\_\_

Basement (include unfinished areas): \_\_\_\_\_ Covered Decks/porches: \_\_\_\_\_

**Total Square footage** (this should include everything under roof): \_\_\_\_\_

Number of: Bedrooms (per unit): \_\_\_\_\_ Bathrooms: \_\_\_\_\_ Stories: \_\_\_\_\_

Type of Heat (electric/gas) \_\_\_\_\_ Size of electric service: \_\_\_\_\_ Location of

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

The following lumber sizes must be addressed on the building plans & listed on this application: \*See Tables provided in the Guideline Book for proper span.

Girders: \_\_\_\_\_ Floor Joist: \_\_\_\_\_ Ceiling Joist: \_\_\_\_\_

Rafters: \_\_\_\_\_ Beams: \_\_\_\_\_

\*Truss specifications are to be turned in to the building department

\*Location of electric service must be addressed on plans.

Estimated Cost of Improvements (Cost of construction minus the lot): \$ \_\_\_\_\_

## CURRENT CODES

The City of Nixa follows the 2018 International Residential Code & the 2017 National Electric Code.

The City of Nixa One & Two Family Residential Guideline Book is available for download at [www.nixa.com](http://www.nixa.com). Please refer to this book for the City of Nixa requirements and inspection checklist.

## PERMIT FEES

Building Permit: \$\_\_\_\_\_ (.37 cents a square foot, everything under roof)

Electric Meter: \$ 90.00 (200 amp meter)

Water Meter: \$ 165.00 (3/4" meter)

Sewer Hookup: \$ 15.00

Sewer Impact: \$ 863.00

Police Impact: \$ 106.00

Parks Impact: \$ 435.00

Plan Review: \$ 50.00

**Total Fees:** \$ \_\_\_\_\_

## FOR OFFICE USE ONLY

Building Inspector Notes:

Approved by:

\_\_\_\_\_  
Inspector Signature

\_\_\_\_\_  
Date

City Planner Notes

Approved by:

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

\_\_\_\_\_  
Date

## Application Requirements

1. Completed application (fees are paid at the time of permit approval)
2. Site plan with setbacks measured from property line to foundation of structure.
3. One Full set of **LEGIBLE** plans (to be returned to applicant to show at footing, stem wall, and rough in insp)
  - A. Footing, foundation plan showing pier placement
  - B. 2 Floor plans, fully dimensioned with room identification. The plan set for review should be a minimum 1/8" scale. The plan set for the file should be on 11"x 8 1/2" paper
  - C. Elevations: front, back, and sides
  - D. 2 Site plans

**Please Note:** Plans for residential single family and duplexes may be hand drawn to a **MINIMUM** 1/8" scale.

## Inspections & Utility Requirements

Inspections can be scheduled by calling the Inspection Hotline at 417-724-5775 or by going online to [www.nixa.com/building-inspections](http://www.nixa.com/building-inspections). The permit number and address **MUST** be posted on site and address **AND** permit number must be given when inspection is requested. The required inspections are: Footing, Footing Wall, Sheathing, Framing, Electrical, Plumbing, Mechanical, Draft Stop, Gas Test, Permanent Electric, Sewer, Electric Ditch, Final and others as required. 24 hours notice on all inspections.

## Solid Waste & 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 14 as it pertains to trash, weeds, building materials and dirt on the street. One warning will be given; after which time, a stop work 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 qualities 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 the City right-of-way and easements regardless of which subcontractor caused the damage.

## SIGNATURE

**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: \_\_\_\_\_