



COMMERCIAL ALTERATION 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: _____ Zoning: _____

OWNER/LANDLORD INFORMATION

Name: _____ Phone #: _____

Mailing Address: _____
Street address City State Zip

Email : _____

BUSINESS NAME INFORMATION

Business Name: _____ Contact Name: _____

Phone #: _____ Email: _____

Mailing Address: _____
Street address City State Zip

GENERAL CONTRACTOR INFORMATION

Business Name: _____ Contact Name: _____

Phone #: _____ Email: _____

Mailing Address: _____
Street address City State Zip

TYPE OF BUSINESS

Restaurant: _____ Retail: _____ Office: _____ Warehouse: _____

Storage: _____

Other: _____

Contact Person for Project: _____ Phone: _____

Email: _____

BUSINESS LICENSE

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

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

BUILDING REMODEL INFORMATION

Please mark the changes to be made:

Square footage of remodel: _____

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 _____

Sq Footage of remodel: _____

Estimated Value of Improvements \$ _____

Payment of fees will be due at the end of the review process when your permit is ready for pick-up

Commercial Remodel: \$ 0.25 per 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

1" Water Meter \$ 290.00

2" Water Meter \$ 615.00

Application Requirements

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

Application Requirements:

1. Completed application.
- 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 can be scheduled by calling the inspection hotline at 417-724-5775 or by going online at www.nixa.com/building-inspections. We require 24 hours notice on all inspections.

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: _____

Printed Name: _____

Date: _____

Office Use Only

Approved by:

Building Inspector

Date

Inspector Notes:

City Planner

Date

Planner Notes:

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)
Plan Review	\$ _____	Billed by 3rd party reviewer
Total Fees:	\$ _____	



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