



Application For Residential Permits

P.O. Box 295 Ozark, Missouri 65721
(417) 581-2407 Fax (417) 581-0353

Permit Type:

Application Date: _____

____ Single Family ____ Duplex ____ Remodel / Addition

Property Information

Property Address: _____ Proposed Use: _____ Zoning: _____
Subdivision: _____ Phase: _____ Lot #: _____

Owner Information

Name: _____ Business Name: _____
Email Address: _____ Phone Number: _____
Mailing Address: _____
City State Zip

Failure to properly fill out this application may delay process.

Square Footage: Main Level _____ Secondary Story _____ Basement _____
Garage _____ Bonus Room _____ Unfinished Rooms _____

Location and Size of: Deck _____ Covered Patio _____ Porch _____

Total Square Footage: _____

Number of: Bedrooms (per unit) _____ Bathrooms _____ Stories _____

Type of Heat: (Electric/gas): _____

Size & Location of Electric Service: _____ (amps)

Location of Gas Meter: _____

The following lumber sizes must be addressed on the building plans or listed on this application:

Girders: _____ Floor Joist: _____ Ceiling Joist: _____
Rafters: _____ Beams: _____ Engineered Trusses: _____

Engineered truss specifications are to be turned in to the building department.

Location of electric service to be addressed on plan.
Engineered Steel or Glued Beams shall be marked and located on plan.
Double, Triple and Quad Joist and Beams shall be located on plan.

Estimated Value of Improvements: _____

Fill Out All That Applies To the Project

**These fields are required for permit approval*

Contractors	Name	Address	Zip Code	Phone Number	Email Address
*Applicant					
*General Contractor					
Subcontractors	Name	Address	Zip Code	Phone Number	Email Address
Excavation					
Concrete					
Carpentry					
Electrical					
Plumbing					
Mechanical					
Drywall or Lathing					
Irrigation					
Insulator					

Plans and Permit shall be picked up within 180 days of notification approval or they will expire.

Additional Information: _____

Engineered Materials Used: _____

Will the contractor be adding a fence? _____ Type of construction materials: _____

If yes, a separate permit is required.

The following are examples of city requirements, which may not be IRC requirements:

1. Provide compaction test and soil density reports for all fill dirt installed.
2. Top of foundation/stem walls shall be a minimum 12 inches above street curb.
3. Carbon monoxide detector shall be required with attached garage and/or gas fired appliances.
4. Roof Truss shall be stamped by a Missouri registered engineer and submitted to the Department of Building Code Enforcement for review.
5. Sewers from dwelling to the sewer main connection shall be 4" schedule 40, 3 feet deep, 1/8" per foot of fall and no 90-degree turns allowed. (No saddle taps)
6. Felt is required over plywood and under brick veneer. Roof felt is also required under roof shingles.
7. City of Ozark reserves the right to require an engineer or architect's design on all fixes on complex dwelling designs.
8. Permit is active for 180 Days (no inspection within 180 days, permit will expire).
9. There will be a \$75 re-inspection fee for the 3rd trip out to inspect the same correction.

Requirements for Residential Single Family and Duplex Construction

The International Residential Code (IRC) 2018 and the National Electric Code (NEC) 2017 are the official codes of the City as of January 22, 2019 the City of Ozark Code of Ordinances.

Application requirements

1. Completed application submitted to the Department of Planning and Development for review. Payment is due at the time of building permit pick-up.
2. Site plan, drawn to scale, with setbacks measured from property line to foundation of structure including but not limited to the following information: scale; building dimensions; location of primary structure, driveway, retaining walls, all existing and proposed utility easements, steps, covered patios, porches and decks.
3. Two full sets (**size 11X17 fit to page and legible, required**) of drafted plans including:
 - a. Footing, foundation plan, girders, double floor joist layout
 - b. Floor Plan
 - c. Elevations: front, back and sides
 - d. Engineered material specification if applicable

Inspections and Utility Requirements

Inspections can be scheduled through City Hall by calling 581-8909. Address, job name, subdivision, lot number, type of inspection, phone number and building permit number must be given when inspection is requested. Building permits must be posted at the job site. Building plans and job cards must be made accessible to the building inspector. The required inspections are: footing, foundation/wall/piers, under slab plumb, thicken slab, pre-backfill (basement homes), sewer, temporary electric, joist, structural framing, electrical, plumbing, mechanical, gas line test, permanent electric service, insulation, drywall and final for occupancy and others as required per payment of post permit fees and penalties. Call before 7:00 a.m. for same day inspections. After 7:00 a.m., inspections will be taken for the next working day.

Solid Waste and Nuisance Requirements at Site

1. Developers, builders and lot owners must comply with City Ordinance Chapter 220 as it pertains to nuisances, Chapter 235, Article I as it pertains to construction and waste management, Chapter 240 as it pertains to weeds, and Chapter 511 as it pertains to sediment and erosion control regulations. One warning will be given, after which time a stop work order will be issued for the development or building.
2. No burning on job sites.
3. Clean up of job sites shall be completed once every day and streets must be clear of construction debris.
4. 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 MDNR shall be taken to a demolition landfill or a sanitary landfill for disposal.
5. 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.
6. It is the responsibility of the applicant for damages to City right-of-way and easements regardless of which subcontractor caused the damage.
7. All additional fees and penalties must be paid before a certificate of occupancy will be issued.
8. Construction must begin within 180 days after permit is issued.
9. Appropriate storm water and erosion controls must be maintained during construction.
10. Contact building inspector before pouring concrete in sub-freezing weather.

Applicants shall be responsible for the cost of all third party reviews. This shall include, but not limited to architecture, engineering, storm water reviews, traffic reviews, etc. The City of Ozark will be the sole determiner of the requirements for these reviews. The City of Ozark will issue and track invoices for these cost.

I hereby certify that I am the owner or duly authorized agent. I hereby agree to pay any third party fees associated with this project. I hereby verify that the answers and other information on this application is 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

Signature of Property Owner

Printed Name

Date

For Office Use Only

Lot size and setbacks (from property line to foundation)

Lot Size: _____

Front Setback: _____ Req'd Setback: _____ Rear Setback: _____ Req'd Setback: _____

Right Setback: _____ Req'd Setback: _____ Left Setback: _____ Req'd Setback: _____

Building Permit Fee (per sq ft)		Water Impact Fee		Sewer Connection Fee		Mechanical	
Electrical		Water Tap		Sewer Tap		Plumbing	
Sewer Service Inspection Fee		Water Meter Fee		Park Impact Fee		Plan Review Fee	
Irrigation and Backflow Preventer Fee		P.W. Final		Final		Total Fees Due	

Building Department Notes:

Signature: _____

Date: _____