



City of Sparta Residential Building Permit Application

200 North Ave, PO Box 246, Sparta, MO 65753
P. 417-634-3992 ext. 200 F. 417-634-5785
robert@spartamo.com

PERMIT TYPE:

- (Check one) Single-Family Duplex
 (Check one) New Remodel/Addition

PROPERTY INFORMATION:

Property Address: _____ Zoning: _____

Subdivision: _____ Phase: _____ Lot #: _____

Lot Size: _____

Check if property is already connected to: Water Sewer

Is the property in a floodplain: Yes No

OWNER INFORMATION:

Name: _____ Email: _____

Phone Number: _____

Mailing Address: _____
Street City State Zip

BUILDING INFORMATION:

Square Footage: Main level _____ Second Story _____ Basement _____

Garage _____ Covered Porches/Decks _____ **TOTAL:** _____

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

Type of Heat: Electric Gas

Size of Electric Service: _____(amps) Location of Electric Meter: _____

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

Girders: _____ Floor Joist: _____ Ceiling Joist: _____

Rafters: _____ Beams: _____

Setbacks (from property line to foundation of structure in feet): Front Setback: _____

Rear Setback: _____ Left Setback: _____ Right Setback: _____

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

**Location of electric service must be addressed on plans

Failure to properly fill out this application may delay processing of permit!

Estimated Construction Value of Project \$ _____

Construction must begin within 90 days after permit is issued

CONTRACTOR INFORMATION

Fill out all that apply to this project

Contractors	Name	Address	Phone
Applicant			
General Contractor			
Architect			
Excavation			
Concrete			
Carpentry			
Electrical			
Plumbing			
Sewer			
Mechanical			
Roofing			
Masonry			
Drywall/Lathing			
Sprinkler			
Insulator			
Fire Alarm			
Paving			
Miscellaneous			

Additional Information:



APPLICATION REQUIREMENTS

Bring the following items to City Hall:

1. Completed application along with total amount of fees in cash, check, or money order
2. A Site Plan showing setbacks measured from the property line to the foundation of the structure.
3. Two full sets of plans (at least 11 x 17, fit to page and legible) including:
 - a. Footing, foundation plan showing pier placement, girders, double floor joist layout
 - b. Floor Plan, fully dimensioned with room identification
 - c. Elevations: front, back, and sides
 - d. Engineered material specification if applicable

INSPECTION REQUIREMENTS

Inspections can be scheduled by calling the Building Inspection line at _____. The permit number and address must be given when an inspection is requested. Building permits must be posted at the job site. Building plans must be made accessible to the building inspector. Please call at least 24 hours before requested inspection.

SOLID WASTE AND NUISANCE REQUIREMENTS AT SITE

1. Developers, builders, and lot owners must comply with City Ordinance Chapter _____ as it pertains to nuisances, Chapter _____ as it pertains to construction and waste management, and Chapter _____ as it pertains to weeds. 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 MDNR 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.

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

I hereby certify that I am the owner or duly authorized owner's agent, that I have read this application and that all information is correct. I further certify that I have read, understand, and will comply with all the provisions outlined herein. I hereby agree to pay any third-party fees associated with this project before the certificate of completion is issued. By signing this form, I acknowledge compliance with these rules.

Signature of Applicant

Printed Name

Date

FEE SCHEDULE

BUILDING PERMIT FEE

Building Permit Fee: \$0.25 per square foot

IMPACT FEES (Only owed when making a new connection to water or sewer)

Water Permit Fee: \$25.00

Water Impact Fee: \$800.00

Water Meter Fee: \$350.00 for 3/4 in. meter

Sewer Permit Fee: \$250.00

Sewer Impact Fee: \$900.00

REVIEW FEES

3rd Party Review \$120 an hour

FOR OFFICE USE ONLY

Approved by Inspector: _____

Date: _____

Approved by Code Official: _____

Date: _____

Permit Number: _____

FEES COLLECTED

- Building Permit Fee _____
- Water Permit Fee \$25.00
- Water Impact Fee \$800.00
- Water Meter Fee _____

- Sewer Permit Fee \$250.00
- Sewer Impact Fee \$900.00
- 3rd Party Review Fee _____