



PRJ# _____ BLD # _____

APPLICATION FOR 1 & 2 FAMILY DWELLINGS
CITY OF SPRINGFIELD MISSOURI

Site Address: _____

Owner: Name _____

Contractor: Name _____ Current Bus Lic _____

Address _____

Address _____

Phone Number _____

Phone Number _____

(Please list the contact number for the Building Inspector to call with any questions)

_____ New Residence (requires floor plans to be onsite)

_____ Residential Addition, Remodel/Repair Description of work being done _____

- () New Residential Single Family Home: Requires two *site plans, drawn on 1/20" scale.
() New Duplex (Issued as one permit): Requires two *site plans showing type of UL Fire Separation Wall used. UL # _____.
() New Patio Home, Zero Lot Line Home, Condo (Issued as separate permits): Requires two *site plans for each patio home showing type of UL Fire Separation Wall used. UL # _____. (Gen. Ord. 5632. I)
*All easements and location of driveways must be shown on site plan.

Legal description: _____

Total estimated cost (with lot included if new): \$ _____

Number of Sq. ft. for: Main level _____ 2nd level _____ Finished Basement _____
Unfinished Basement _____ garage/carport _____ covered patio/porch _____

Building Setback: Front yard _____ ft. Rear yard _____ ft. Side yard _____ ft. _____ ft.

Number of: Furnaces _____ Water Heaters _____ Gas Openings _____ Gas Logs/Fireplaces _____
Sinks _____ Bathrooms _____

Elec Service Size _____ Amps

Signature of Applicant (Print) _____ (Signature) _____

Zoning _____ Checked No sink, no flood () Min finished floor elevation _____

Permits needed: MEC _____ ELE _____ PLM _____ GAS _____

Approved for issuance by _____
Plan Reviewer

NEW FEE PROCESS EFFECTIVE JULY 1, 2011: All fees are be calculated to even dollar amounts

Method of payment: () Cash () Credit _____ Check # _____

EXAMPLE OF SITE PLAN ONLY

NEW RESIDENTIAL SINGLE FAMILY

Must supply the following:

1. Address
2. Legal description
3. Site plan drawn on scale of 1 inch to 20 ft.
4. Width & depth of lot
5. Set backs in front, sides & rear (Zoning ordinance requires minimum of 25 ft. in front; 5 ft. on sides; and 20% of lot depth in rear – not less than 10 ft. nor more than 25 ft.)
6. Show all easements (you are allowed to build up to, but cannot have any overhang on an easement)
7. Show driveway location

Misc: Garage doors for residential uses shall be located a minimum of 20 ft. from the side lot line when the vehicular access to a lot is from a street adjacent to the side lot line and the garage door is generally parallel to the side lot line (ref: 5-1302-B)

ACCESSORY STRUCTURE IN RESIDENTIAL SINGLE FAMILY AREA

Complete the “Residential Accessory Structure Calculation/Criteria Worksheet”, along with a site plan. (Accessory building site plan does not have to be drawn to scale). Minimum set back is 3 ft. from rear and side property lines.

