

Remodel/Repair of Single-Family Dwelling Permit Application

PRIOR TO ACCEPTANCE OF APPLICATION, THE FOLLOWING MUST BE SUBMITTED:

1. Scaled floor plan showing room dimensions, room identification, interior walls, stairways, exits, etc.
2. The following needs to be completed on the permit application located on the back of this page:
 - a. Date
 - b. Job address of property
 - c. Owner Name, Address & Phone Number
 - d. Contractor Name and Phone Number
 - e. Trades Contractors
 - f. Work Description needs the following information:
 - i. How many stories?
 - ii. Areas to be remodeled or repaired
 - iii. Will the roof structure be altered in any way? If so, explain.
 - iv. Explain any structural works if any needs to be done.
 - v. Describe any other work that will be done if it hasn't already been explained.
 - g. Valuation of work
 - i. MUST include materials and labor. Labor must be included if property owner is completing work.
3. The provisions and requirements of the City of Arkansas City Municipal Code and adopted construction codes of the City of Arkansas City with regards to the construction of Single-Family Dwellings including the following stipulations:
 - a. Project is subject to inspection at various stages of the construction process. It is the responsibility of the permit applicant to contact the inspection office at 620-441-4420 for inspections and to keep the work accessible until approved by the inspector and keep the plans on site.
 - b. Project is subject to compliance with zoning regulations as determined by the Municipal Code
 - c. Post permit in conspicuous place
 - d. It is the responsibility of the applicant, owner and/or contractor to locate property lines, build the structure according to the approved site plan and permit, and contact 1-800-DIG-SAFE for the location of utilities on said property.

REQUIRED INSPECTIONS:

Footing Inspection:

Shall be made after excavations for footings are complete and any required reinforcing steel is in place.

Foundation Inspection (Basement or stem wall):

Shall be made after all forms and supports are installed and reinforcement steel is in place.

Concrete Slab or Under –Floor Inspection:

Concrete slab and under-floor inspections shall be made after the in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed.

Rough Inspection:

Frame inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and rough electrical, plumbing, heating wires, pipes and ducts are approved.

Drywall Inspection:

Gypsum board inspection shall be made after the gypsum board, interior and exterior is in place, but before any plastering is applied or before fasteners are taped and finished.

Fire-Resistant Penetrations:

Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.

Final Inspection:

The final inspection shall be made after all work required by the permit is completed.

Storm Water Inspections:

Best Management Practices

Other Inspections:

In addition to the inspections noted above the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of the building code and other laws enforced the office of the building official.

