



Residential Single Family & Duplex

Office Use Only:Approved: Yes No

Approved by: _____

Date: _____

Application & Checklist

Please fill out this form completely, supplying all necessary information and documentation to support your request. Your application will not be processed until the application is completed and required documentation provided.

CONTRACTOR INFORMATION: Please check if information has changed.

Contractor: _____ Contact Person: _____

Phone # _____ Mobile # _____ Fax # _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

E-Mail Address: _____

State Contractor's License # _____ Expiration Date: _____

PROPERTY INFORMATION:Subdivision: _____ Phase: _____ Lot # _____ Block: _____ Floodplain? Zoning: A-1 DC DE R-1 R-2 R-3 R-4 R-ZL RE RO PRD R-C2 R-C3**BUILDING INFORMATION:** SFD- Detached SFD- Attached DuplexHeated SF: Garage SF: Unfinished Basement SF: **TOTAL SF:** # Bedrooms: # Bathrooms: # of Stories: Foundation: All Electric? Height of Bldg: ft Total Height (from grade) to the lowest eave on the highest roof line: ftRight-of-Way Improvements other than sidewalk? Retaining Wall? Installing a fence?
(If yes, then obtain right-of-way permit through Engineering.) (Contact Engineering Dept.) Separate "Fence Permit Application" required**LIST OF SUB-CONTRACTORS:**

Electrician: _____ Heat/Air: _____

Plumber: _____ Other: _____

SUBMITTAL CHECKLIST:

- 1. Application form.
- 2. Site plan drawn to an Engineers scale (1"=10, 20, 30, etc).
- 3. Building drawings. (must include floorplan and elevations)

Site Plan Requirements:

Site plan must show lot dimensions, building setbacks, all easements, proposed sidewalks, retaining walls and utility connections.

A PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED, OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I understand inspections by City Inspectors will be made only to determine compliance with construction codes and not to assist the owner in properly locating the structure. I acknowledge my responsibility to insure, by boundary line survey if necessary, that the location of the structure will conform to setback requirements of the Bentonville Zoning Ordinance. I understand granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

(SIGNATURE OF OWNER, CONTRACTOR OR AUTHORIZED AGENT) Date _____*Note: Inspection of permitted work may reveal code violations not discovered during plan review.*

REV: FEB 2018