



PRJ # \_\_\_\_\_ BLD # \_\_\_\_\_

APPLICATION FOR NEW 1 & 2 FAMILY DWELLINGS

Site Address: \_\_\_\_\_

Owner Name \_\_\_\_\_ Address \_\_\_\_\_ City & Zip \_\_\_\_\_ Phone Number \_\_\_\_\_

Contractor Name \_\_\_\_\_ Address \_\_\_\_\_ City & Zip \_\_\_\_\_ Phone Number \_\_\_\_\_

Current Bus Lic # \_\_\_\_\_

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

All easements and location of driveways must be shown on site plan.

- ( ) \*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)

Legal Description: \_\_\_\_\_

Code Edition: IRC2012

Estimated Cost of Construction: \$ \_\_\_\_\_

Amount of Square Footage for: Main Level: \_\_\_\_\_ 2nd Level : \_\_\_\_\_ Finished Basement: \_\_\_\_\_

Unfinished Basement: \_\_\_\_\_ Garage/Carport: \_\_\_\_\_ Covered Patio/Porch: \_\_\_\_\_

Total Grade Area \_\_\_\_\_ Total Living Area (excludes garage, porches & unfinished basement): \_\_\_\_\_

Actual Setbacks: Front yard: \_\_\_\_\_ ft; Left Side Yard: \_\_\_\_\_ ft; Right Side Yard: \_\_\_\_\_ ft; Rear Yard: \_\_\_\_\_ ft.

Building Height: \_\_\_\_\_ Number of: Bedrooms \_\_\_\_\_ Bathrooms \_\_\_\_\_ Sinks \_\_\_\_\_ Furnaces \_\_\_\_\_

Water Heaters \_\_\_\_\_ Gas Openings \_\_\_\_\_ Gas Logs/Fireplaces \_\_\_\_\_ Size Electrical Service \_\_\_\_\_ Amps

\*\*I acknowledge that the occupancy of this structure shall comply with the requirements of Article I, Chapter 36, Springfield City Code otherwise known as the Zoning Ordinance, Sections 1-1316 and 5-1000.\*\*

Applicant: (Signature) \_\_\_\_\_ (Print) \_\_\_\_\_

Form box containing fields for Zoning, No Sink / No Flood, Min Finished Floor Elevation, Permits needed (MEC, ELE, PLM, GAS), Approved by, Total BLD Permit Fee Due, Method of Payment (Cash, Credit Card, Check #).

## EXAMPLE OF SITE PLAN ONLY

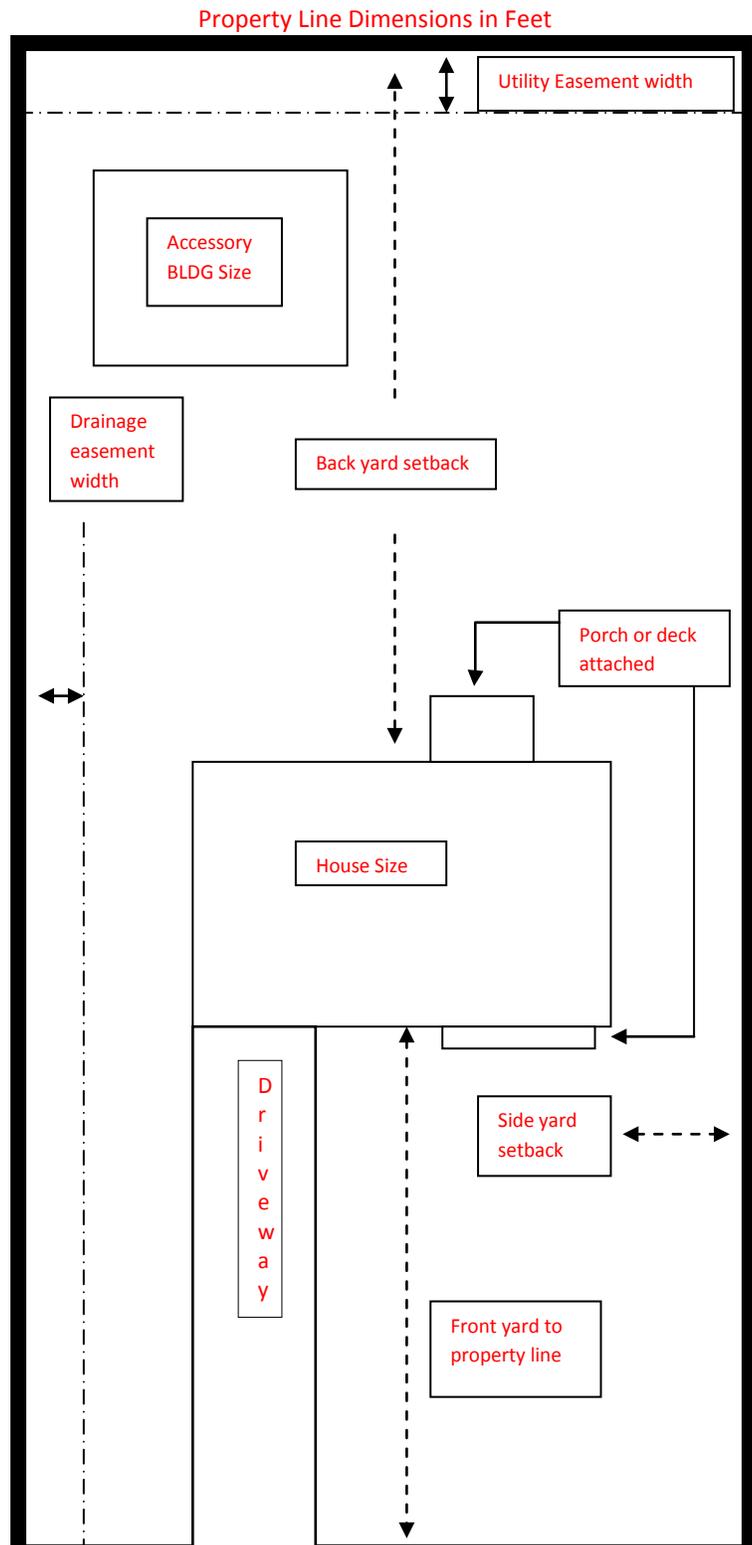
### NEW RESIDENTIAL SINGLE FAMILY

#### 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 front set back of 25 ft. for streets classified as collector or higher; 15 ft for streets classified as local; 5 ft. on sides; and 10% of lot depth in rear – not less than 10 ft. nor more than 20 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.





## Residential 1 & 2 Family Dwellings Permit Fee Worksheet

Address: \_\_\_\_\_

New Residence **Living Area** Square Footage

(Excludes garage, porches and unfinished basement)

(a) \_\_\_\_\_

**Square Feet (a) x 85 x 1.02 x 0.38 = b**

(b) \_\_\_\_\_

**OR**

Square Footage of Garage Addition (attached or detached)  
and/or Home Addition

(c) \_\_\_\_\_

**Square Feet (c) x 85 x 1.02 x 0.38 = d**

(d) \_\_\_\_\_

Calculations - Using the totals from lines (b) or (d):

1<sup>st</sup> 50,000 \_\_\_\_\_ x 0.004 (\$200.00) = \$ \_\_\_\_\_ +

2<sup>nd</sup> 50,000 \_\_\_\_\_ x 0.003 (\$150.00) = \$ \_\_\_\_\_ +

3<sup>rd</sup> 50,000 \_\_\_\_\_ x 0.002 (\$100.00) = \$ \_\_\_\_\_ +

Over \_\_\_\_\_ x 0.001 = \$ \_\_\_\_\_ =

**Total BLD Permit Fee**      \$ \_\_\_\_\_