



1500 Little Flock Drive
Little Flock, Ar. 72756
City Hall 479-636-2081
Fax 479-636-2318
www.cityoflittleflock.com

Office Use Only:
Approved: Yes No
Approved by: _____
Date: _____

Miscellaneous Permit 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 is provided.

Contractor Information:

Contractor: _____ Contact Name: _____
Phone # _____ Mobile # _____ Fax # _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Email Address: _____
State Contractor's License #: _____ Expiration Date: _____

Property Information:

Address: _____ Owner: _____
Phone # _____ Zoning: A-1 R-1 R-1B R-2 R-3 R-MH RE I C

Permit Information:

- *Remodel or Addition: (Residential only)
Description of Work _____
Dimensions: _____ X _____ Total Sq. Ft.: _____ Contract Price: _____
- *Swimming Pool:
Dimensions: _____ X _____ Total Sq. Ft.: _____ Contract Price: _____
- Demolition:
Dimensions: _____ X _____ Total Sq. Ft.: _____ Contract Price: _____
- Other:
Dimensions: _____ X _____ Total Sq. Ft.: _____ Contract Price: _____

***Site plan required showing setbacks.**

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.

List of Sub- Contractors: (List only sub-contractors that apply)

*Please provide updated information if the sub-contractors listed change.

<p>Electrician: License # _____ Expiration Date: _____ Insurance Expiration Date: _____ Contact: _____ _____ Alternate Contact: _____ _____ Received Copy of License: Y/N Received Copy of Liability Insurance: Y/N</p>	<p>Heat/Air: License # _____ Expiration Date: _____ Insurance Expiration Date: _____ Contact: _____ _____ Alternate Contact: _____ _____ Received Copy of License: Y/N Received Copy of Liability Insurance: Y/N</p>
<p>Insulation: License # _____ Expiration Date: _____ Insurance Expiration Date: _____ Contact: _____ _____ Alternate Contact: _____ _____ Received Copy of License: Y/N Received Copy of Liability Insurance: Y/N</p>	<p>Plumber: License # _____ Expiration Date: _____ Insurance Expiration Date: _____ Contact: _____ _____ Alternate Contact: _____ _____ Received Copy of License: Y/N Received Copy of Liability Insurance: Y/N</p>
<p>Other: _____ _____ _____</p>	

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 compiled with whether specified herein or not. I understand granting of a permit does not presume to give authority to violate or cancel the provisions or any other state or local law regulating construction or the performance of construction.

_____ Date: _____

(SIGNATURE OF OWNER, CONTRACTOR, OR AUTHORIZED AGENT)

NOTE: INSPECTION OF PERMITTED WORK MAY REVEAL CODE VIOLATIONS NOT DISCOVERED DURING PLAN REVIEW.

Information required to obtain a Building Permit

1. 911 address (479-271-1085)
2. Refer to application – Required information for building plot plans.
3. Drawings @ ¼'ft scale of the floor plan showing walls, electric, plumbing, and cabinets with dimensions.
4. A drawing of the wall section from footing to roof calling out construction materials to be used.
5. Need to have type of insulation in walls and ceiling areas and “R” factors for each.
6. Drawings of the foundation or basement plan (for basement same information required as for floor plan).
7. Exterior Elevations – Front @ ¼” ft. back and side may be @ 1/8” ft.
8. Remodel, such as adding room(s) or enclosing a carport require all the above.
9. A licensed propane installer must install propane systems – Gas Permit Required
 - All new construction is required to be termite treated by a licensed agent
(Proof must be supplied to building inspector/City of Little Flock.)
 - All construction must follow the international building codes.
 - Inspections: The city inspector will review drawings and if additional information is required, it must be submitted before issuance of a permit (Allow a minimum of 2 workdays per review)
 - Structure cannot be occupied without an occupancy permit
 - Required permits – Building/ Electrical/ Mechanical/ Plumbing/ Gas

COPY OF LICENSE IS REQUIRED

If the Building Permit is for a new home the Fire Due fee is \$60.00. The fee can be paid at the time the Building Permit is issued. Please make payments to the City of Little Flock. Failure to pay the fee could result in being charged up to \$5,000.00 in the event of a fire.