

## Application for Commercial Building Permit

Approved for Issuance by: \_\_\_\_\_ on \_\_\_\_\_  
 (For office use only)  
 Floodway/Floodplain: Yes \_\_\_ No \_\_\_  
 City Engr. Approval Received: Yes \_\_\_ No \_\_\_ NA \_\_\_  
 (For office use only)

**Date:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Proposed Use:** \_\_\_\_\_ Multifamily \_\_\_\_\_ Commercial/Industrial \_\_\_\_\_ Public \_\_\_\_\_ Retail/Office  
 (check one or more as applicable) \_\_\_\_\_ Institutional \_\_\_\_\_ Educational \_\_\_\_\_ Other

**Description of Work:** \_\_\_\_\_ New Construction \_\_\_\_\_ Addition \_\_\_\_\_ Alteration/Remodeling \_\_\_\_\_ Repair  
 (check one or more as applicable) \_\_\_\_\_ Demolition \_\_\_\_\_ Other \_\_\_\_\_ Primary Building \_\_\_\_\_ Accessory Bldg

**Written Description:** \_\_\_\_\_  
 \_\_\_\_\_

**Prop. Sq. Ft.:** \_\_\_\_\_  
**Prop. # Stories:** \_\_\_\_\_

**Total Project Cost:** \_\_\_\_\_  
**Repair/Renovation Cost:** \_\_\_\_\_

**Owner:** \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_  
 Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Applicant:** \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_  
 Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Design Professional:** \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_ State Lic. #: \_\_\_\_\_

**General Contractor:** \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_ State Lic. #: \_\_\_\_\_

**Job Site Contact:** \_\_\_\_\_ Phone #: \_\_\_\_\_

UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I declare that I have examined and/or made this application and it's true and correct to the best of my knowledge and belief. I agree to construct said improvement in compliance with all provisions for the applicable ordinances. I further certify that all easements, deed restrictions, or other encumbrances restricting the use of the property are shown on the site plan submitted with this application. I have been given authorization from the property owner to obtain this permit. I realize the information I have affirmed hereon forms a basis for the issuance of the permit herein applied for and approval of plans in connection therewith shall not be construed to permit any construction upon said premises or use thereon in violation of any applicable ordinance or to excuse the owner or his or her successors in title from complying therewith.

**Storm Water Pollution Prevention Agreement**

I understand the requirements to conform to the Storm Water Pollution Prevention plan and keep the streets and drainage systems of Conway free of sediments, debris and trash. I understand that cleanup cost will be charged to the owner if clean up is necessary by the City. I also understand that inspections by the City will not be made unless appropriate storm water pollution prevention measures are in place and maintained throughout the project. I understand and agree to abide by the Storm Water Pollution Prevention Plan and acknowledge it is the responsibility of the owner and builder to be familiar with and understand the Storm Water Pollution Prevention Ordinances.

**Insurance Agreement**

I hereby certify that I am in compliance with the Conway Municipal Code pertaining to Applications for Permit-Certificate of Insurance.

**Notice** - Separate permits are required for electrical, plumbing, heating, ventilation, or air conditioning. This 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 has commenced.

Applicant Signature \_\_\_\_\_

**CITY OF CONWAY, ARKANSAS**

**EROSION CONTROL COMPLIANCE CERTIFICATION**

**(COMPLETION REQUIRED PRIOR TO ISSUANCE OF DEVELOPMENT PERMIT)**

Name of Applicant \_\_\_\_\_

Address of Permit Requested \_\_\_\_\_

Type of Permit Requested \_\_\_\_\_

I \_\_\_\_\_ hereby certify that the erosion control other stormwater pollution prevention requirements (as required in Ordinance O-09-13) for this project will be provided on this project in accordance with one (Check One of the Boxes) of the following:

- A Stormwater Construction Permit has been obtained from the Arkansas Department of Environmental Quality for this site. A copy of the letter authorizing the permit is attached and the Permit Tracking No. is \_\_\_\_\_ and the AFIN No. is \_\_\_\_\_.
- The site is less than 5 acres and the erosion control will be in accordance with the "Automatic Coverage" provision of ADEQ's General Construction Permit. A storm water pollution prevention plan has been prepared and will be maintained onsite. The required stormwater pollution prevention measures described in the plan will be implemented and maintained.
- The disturbed area is less than one acre and no pollution prevention plan has been prepared but we are aware of the requirements to implement pollution prevention measures to prevent sediments and pollutants from leaving the construction site as detailed in Section 5 of Ordinance O-09-13.
- The project is a remodel or interior project such that the ground surface around the project is not disturbed.

By signature below the permit applicant acknowledges that the city may impose penalties, refuse additional building inspection or issue a cease and desist order if the builder fails to implement and maintain appropriate erosion control and storm water pollution prevention measures for the building construction. In addition, the permit applicant understands that the certificate of occupancy will not be issued until the disturbed ground surface of the site has been permanently stabilized with vegetation of other approved methods of stabilization.

Certified in Compliance By:

\_\_\_\_\_  
\_\_\_\_\_

Company, Firm or Individual

DATE: \_\_\_\_\_