

# CITY OF WAYNESVILLE



## NEW CONSTRUCTION BUILDING PERMIT PACKET

The following are the requirements for building within residential or commercial zoning districts in the City of Waynesville.

These are minimum requirements and shall be followed for all phases of the building process.

**ONE COMPLETE SET OF BLUE PRINTS SHALL BE ON THE JOB SITE AT ALL TIME OR NO INSPECTION SHALL BE MADE.**

**ALL INSPECTIONS SHALL BE COMPLETED AND ALL STREET, WATER DRAINAGE AND LAWNS SEEDED PRIOR TO OCCUPANCY BEING ISSUED.**



## **BUILDING PERMIT FEES**

<b><i>New Builds</i></b>	<b>Permit Fee</b>	<b>Minimum Fee</b>
One and Two Family Dwellings.....	\$0.10 per Sq. Ft.	\$150.00 Minimum
Residential Multi-Family Dwellings.....	\$0.10 per Sq. Ft.	\$500.00 Minimum
Churches, Restaurants and similar use groups.....	\$0.15 per Sq. Ft.	\$250.00 Minimum
Commercial Businesses, Mercantile and Similar Use Groups...	\$0.15 per Sq. Ft.	\$500.00 Minimum
Hotels, Motels, Inns and similar use groups.....	\$0.15 per Sq. Ft.	\$1000.00 Minimum
Elementary Schools, Colleges and similar use groups.....	\$0.15 per Sq. Ft.	\$1000.00 Minimum
Industrial Factories, Manufacturing and similar use groups.....	\$0.20 per Sq. Ft.	\$1500.00 Minimum
Manufactured Homes.....	\$100.00	\$100.00

### ***Impact & Additional Fees***

#### Park Acquisition Fees:

Lots less than twenty-one thousand seven-hundred  
Eighty (21,780) Sq. Ft.....\$150.00

Lots from twenty-one thousand seven hundred  
Eighty (21,780) to forty-three thousand five-hundred  
Sixty (43,560) Sq. Ft.....\$200.00

Lots over forty-three thousand five hundred  
Sixty (43,560) Sq. Ft.....\$250.00

#### Water Impact Fees:

¾ inch service.....\$150.00 single barrel - \$300.00 double barrel  
Install new barrel – inside City Limits - \$325  
Double Meter Barrel.....\$600  
1 inch service.....\$400.00  
2 inch service and up.....Time & material including meter cost plus \$100.00 connection fee

#### Sewer Impact Fees:

Residential.....\$150.00 per service  
Commercial.....\$300.00 per service  
Outside City Limits.....\$1500.00 per service  
Plus any applicable Pulaski County Sewer District fees  
Sewer Line Tap.....\$150.00 plus the cost of materials

Electrical Impact Fees:

Residential.....\$150.00 per service  
 Commercial.....\$500.00 for up to 400 amp service  
                                   \$1000.00 for 600 amp service  
                                   Applicant to reimburse the City for cost of transformer (if applicable)  
 Temporary Electric.....\$75.00 for 100 amp service  
                                   \$150.00 for 200 amp service

Gas Impact Fees:

Residential---If Available  
     Fireplace.....\$300.00 Fees based upon availability  
     Furnace/Hot Water Heater.....\$250.00 Fees based upon availability  
 Commercial – Labor plus Materials - TBD

<b><i>Other Permit Fees</i></b>	<b>Permit Fee</b>	<b>Minimum Fee</b>
Residential Room Additions, Garages & Retaining Walls.....	\$50.00 each	\$50.00 each
Residential Fences, Sheds, Decks, Gazebos and similar structures...	\$25.00 each	\$25.00 each
Commercial Remodel (same usage).....	\$100.00	\$100.00
Commercial Remodel (usage change).....	\$.075 per sq. ft	\$100.00
Underground Residential and Commercial Swimming Pools.	\$.05 per sq. ft	\$50.00
Electrical, Plumbing or Mechanical Upgrade or Addition.....	\$50.00 each	\$50.00 each
Repetitive Follow-up Inspections of Uncorrected Discrepancies	\$25.00 per re-inspection	
Re-Inspection of Unauthorized "Occupancy" Dwellings	\$100.00 per re-inspection	



**APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT**

**APPLICANT INSTRUCTIONS:** For all applications, complete Parts 1,2,3,4 and 5 of this form. For electrical work complete Part 5. For plumbing work, complete Part 6. For mechanical work complete Part 7. For other permits, complete Part 8. The Site Plan (Part 10) is to be shown on page 4 or attached hereto. Parts 11-18 (pages 5 & 6) are for department use only.  
**All Contractors working on the site this application refers to MUST be licensed with the City.**  
**Processing times for applications could take 7 to 10 days.**  
**Building Department staff have up to 72 hours to schedule inspections. Please plan accordingly.**

**OFFICE USE ONLY**

Date Received \_\_\_\_\_ Permit No. \_\_\_\_\_

PERMIT FEE COST \$ \_\_\_\_\_

**Type of Permit:** Building (B) Electrical (E) Plumbing (P) Mechanical (M) Other (O)

**1. PROPERTY INFORMATION**

Street Address		Parcel #:	Zoning:
Subdivision	Lot #:	Parcel Type: Residential (R) Commercial (C)	Industrial (I) Other (O)

**2. OWNER INFORMATION**

NAME: (Last, First Middle Initial)	Phone #:
Street Address:	City, State, Zip Code:

**3. CONTRACTOR(S) INFORMATION**

	Name of Contractor	Address	License #:
Applicant (Not Owner)			
Architect/Engineer			
General Contractor			
Excavation			
Concrete			
Carpentry			
Electrical			
Plumbing			
Sewer			
Mechanical			
Roofing			
Masonry			
Drywall / Lathing			
Sprinkler			
Paving			
Fire Alarm			

*I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorize representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.*

Signature of Applicant:	Date:
Responsible Party Performing Work:	Date:

## BUILDING PERMIT APPLICATION – CONTINUED

### 4. PROJECT SPECIFICS

Est. Start Date:	Est. Finish Date:	Est. Building Cost/Value:
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Improvement Type	Proposed Use	Institutional	Other
New Construction	Theatre	Group Home	Parking Garage
Addition	Night Club	Hospital	Carport
Alteration	Restaurant	Jail	Motor Fuel Service
Repair/Replacement	Church	Mercantile	Repair Garage
Demolition	Other Assembly	Hotel	Public Utility
Relocation	Business	Multi-Family	HPM

Foundation Only	Educational	BOCA Two Family	
Change of Use Only	Grades 1-12	CABO Single Family	
Factory	Storage		
Moderate Hazard	Moderate Hazard		
Low Hazard	Low Hazard		

Structural Frame (Check all those applicable)				Exterior Walls (Check all those applicable)			
<input type="checkbox"/> Steel	<input type="checkbox"/> Concrete	<input type="checkbox"/> Other		<input type="checkbox"/> Steel	<input type="checkbox"/> Concrete	<input type="checkbox"/> Other	
<input type="checkbox"/> Masonry	<input type="checkbox"/> Wood			<input type="checkbox"/> Masonry	<input type="checkbox"/> Wood		

Any structural assemblies fabricated off-site:      Yes      No

**Please furnish all applicable information that applies to the job site:**

Square feet of Street Frontage		Number of Stories		Square feet of Lot Area	
Feet of Front Setback		Number of Bedrooms		Square feet of Building Area	
Feet of Rear Setback		Number of Full Baths		Square feet of Parking Area	
Feet of Left Setback		Number of Partial Baths		Square feet Living Area	
Feet of Right Setback		Number of Garages		Square feet of Basement	
Number of Feet Above Grade		Number of Windows		Square feet of Garage Area	
Number of New Residential Units		Number of Fireplaces		Square feet of Office/Sales	
Number of Existing Residential Units		Number of Enclosed Parking		Square feet of Service Area	
Number of Elevators/Escalators		Number of Outside Parking		Square feet of Manufacturing	

### 5. ELECTRICAL PERMIT APPLICATION

Est. Start Date:	Est. Finish Date:	Est. Electrical Work Value/Building Cost:
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Total Service Amps:	Number of Service Outlets:	
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Number of Circuits:      \_\_\_\_\_ Wire      \_\_\_\_\_ Wire      \_\_\_\_\_ Wire

Power Devices	Output/Load	No.

## BUILDING PERMIT APPLICATION – CONTINUED

### 5. ELECTRICAL PERMIT APPLICATION – cont.

Power Devices	Output/Load	No.

**Utility Service Revisions:**

### 6. PLUMBING PERMIT APPLICATION

Est. Start Date:	Est. Finish Date:	Est. Plumbing Work Value/Building Cost:
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**Enter the number of fixtures being installed, replaced or repaired:**

Tub/Shower		Drinking fountains		Back flow preventers	
Shower stalls		Floor drains		Water pumps	
Lavatories		Water heaters		Roof Openings	
Toilets		Water Softeners		Parking Lot Drains	
Urinals		Sewage Ejectors		Inside Downspouts	
Sinks		Sump Pumps		Swimming Pools	
Laundry Tubs		Grease Traps		Dishwashers	
Garbage Disposals		Bidets			
Standpipes    Yes    No		Fire Sprinklers    Yes    No		Lawn Sprinklers    Yes    No	
Number of hose outlets		Number of heads		Number of heads	
Public Water    Yes    No		Public Sewer    Yes    No		Average Daily Use:	
Water Service Size: _____ inches			Water Meter Size: _____ inches		

**Utility Service Revisions:**

### 7. MECHANICAL PERMIT APPLICATION

Est. Start Date:	Est. Finish Date:	Est. Electrical Work Value/Building Cost:
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**Enter the number of new or replacement units:**

Forced Air Furnace		Incinerator		Air Handling Unit	
Unit Heater		Boiler		Heat Pump	
Gas/Oil Conversion		Coil Unit		Air Cleaner	
Space Heater		Window A/C Unit		Kitchen Exhaust Hood	

## BUILDING PERMIT APPLICATION – CONTINUED

### 7. MECHANICAL PERMIT APPLICATION – cont.

Gravity Furnace		Split System A/C		Hazardous Exhaust System	
Solid Fuel Appliances		A/C Compressor		Electric Furnace	

Type of Heating Fuel:  
 (Check one)     Gas (1)     Oil (2)     Electric (3)     Coal (4)     Wood (5)     Other (6)

**Utility Service Revisions:**

### 8. OTHER REQUIRED PERMIT APPLICATION(S)

Est. Start Date:	Est. Finish Date:	Est. Value/Building Cost:
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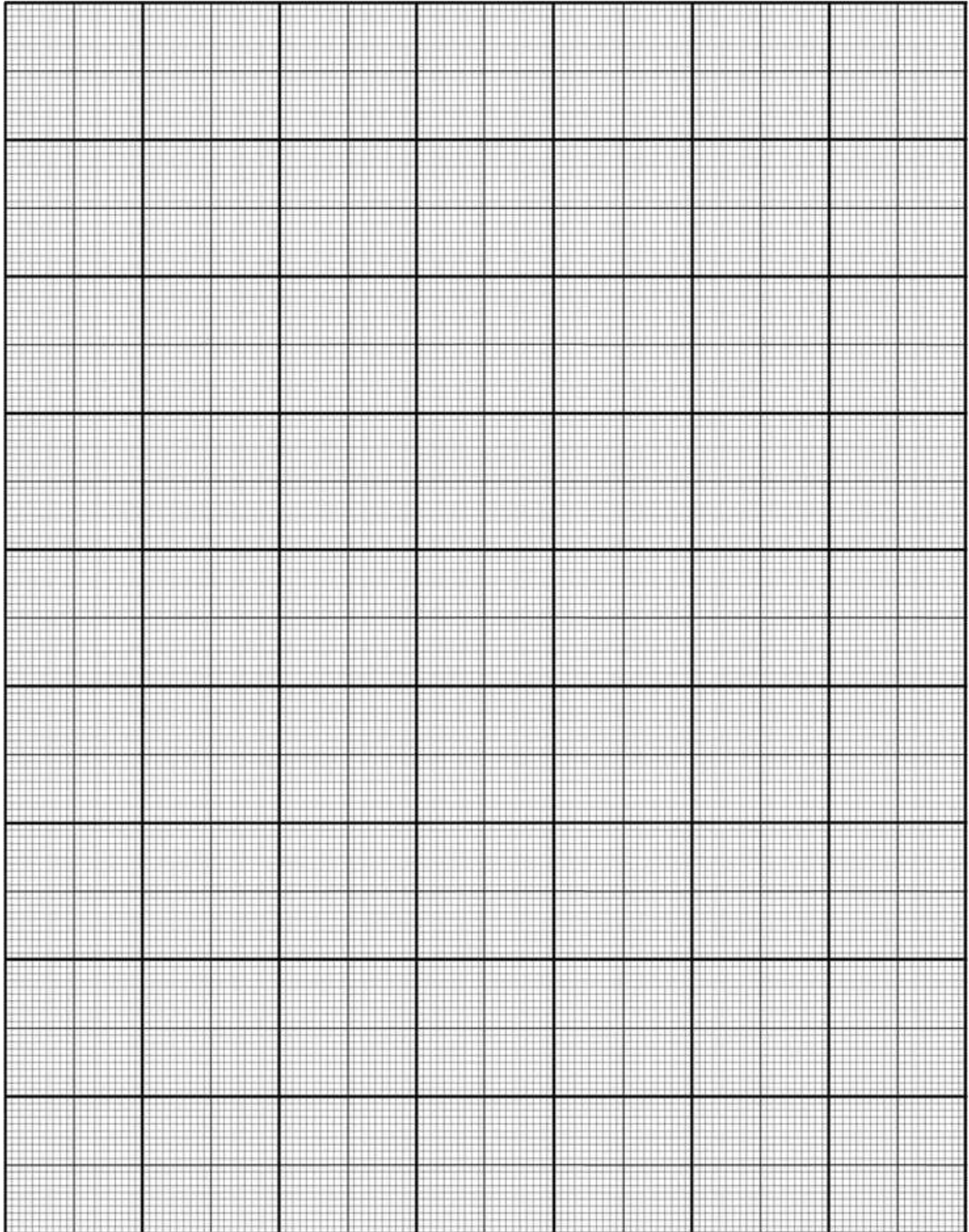
Permit Type:

Description of Work:

The following forms shall be completed and returned to the Building Department for the issuing of a building permit. Completed Building Permit Application along with two (2) sets of plans. Plans will include Framing, Mechanical, Plumbing and Electrical plans along with landscaping.

**Processing times for permits can range from 7 to 10 days after submission of proper paperwork and any supporting documents. Paperwork not completed in its entirety will be returned. This may cause a delay in the application review and issuance of the appropriate permits.**

**9. SITE PLAN**  
**(Show lot lines, easements, work layout and dimensions)**



**SCALE = 1 Inch = \_\_\_\_\_ feet**



Applicants should realize a more detailed and complete plan, which complies with code requirements. This will require less time to review and approve.

One set of plans are required for the City of Waynesville.

**One set of plans will remain on the job site for all inspections.**

It is the applicant's responsibility to be familiar with and comply with the 2006 edition of ICC One and Two-Family Dwelling Code, adopted by the City of Waynesville.

**SITE PLAN**

1. A scaled plan of the lot or property where the proposed construction will be located.
2. All lot dimensions will be shown.
3. All easements, restrictions, (i.e., Floodplain, etc.), encumbrances also will be illustrated. It is the applicant's responsibility to determine these items and document them properly.
4. The proposed construction will be shown along with existing building, if any.
5. If a new connection to a City sewer is proposed, the location of the existing sewer is to be shown along with its size and elevation at the point of proposed connection. This elevation can be either actual or relative to the lowest floor to be served by the sewer.
6. If a new connection to a City water main is proposed, the location of the existing main is to be shown along with its size and the point of proposed connection.
7. Driveway location, the diameter, length and location of a storm water culvert if required.
8. Area of the lot or property and copy of the subdivision plat where the lot is located.
9. A prominent North arrow will be shown on the plan.

**FOUNDATION PLAN**

1. Components of the foundation, specifications, dimensions, and all special details explaining the proposed foundation are to be shown and listed.
2. If a basement is proposed, the elevation of the basement floor will be given.
3. The plan will be drawn at the scale of  $\frac{1}{4}'' = 1'-0''$ .

**FLOORS**

1. All rooms and areas of the floors will be dimensioned and labeled with their intended use.
2. The dead and live loads used to determine the size and spacing of floor joists and supporting beams will be provided.
3. All doors, windows and openings will be shown, dimensioned and specified.

4. The plan will be drawn at the scale of  $\frac{1}{4}'' = 1'-0''$ .

### **ROOF FRAMING**

1. If manufactured trusses are to be used, a truss plan signed and sealed by a professional engineer licensed by the State of Missouri is required.
2. If the roof framing will be built with traditional rafters, the size, location and spacing will be shown on the site plan. Any special connections or framing will be shown in separate detail. The roof framing plan will be the same scale as the floor plan.

### **CROSS SECTIONS**

1. A sufficient number of views or sections through the proposed structure, illustrating all foundation, framing and finish components, shall be provided at the same drawing scale as the floor plan.

### **PLUMBING PLAN**

1. Either a schematic or scale plan of the fixtures and supply, drain, waste water and vent pipes to be installed. If a scale plan is provided, it will be the same scale as the floor plan.
2. The type, material, classification and inside diameter of all piping will be shown or given on the plan.

### **ELECTRICAL PLAN**

1. A scale plan of the electrical devices, outlets and switches to be installed. The plan will detail how the components are connected and controlled. The plan will be drawn at the same scale as the floor plan.
2. The type, number and gage of all wiring to be installed will be shown or given on the plan.
3. The amperage and voltage of all installed electrical devices will be shown or given on the plan.

**Any special type of construction or out of the ordinary improvements will require special details. These details will be need to be documented and illustrated to allow proper review with respect to code compliance.**

**FOR DEPARTMENT USE ONLY**

Date Application Received:	Application Reviewed By:
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**FLOODPLAIN EVALUATION**

Flood Map # & Date:	Lowest Floor Elevation:
Flood Zone:	Base Flood Elevation:

**ZONING PLAN EVALUATION**

Zoning District:	Map Number
Lot Area (from page 2):	Lot coverage (%):
Lot Area per room:	Encroachments:
Off Street Parking Spaces: _____ Required _____ Provided	
Signs: _____ Number      Size of each Sign: _____	
Planning Commission Approval <input type="checkbox"/> Yes <input type="checkbox"/> No	Board of Zoning Appeals Approval <input type="checkbox"/> Yes <input type="checkbox"/> No

**PLAN REVIEW RECORD**

Plans Review Required	Check	Plan Review Fee	Date Plans Started	By	Date Plans Approved	By	Notes
<b>BUILDING</b>		\$					
<b>PLUMBING</b>		\$					
<b>MECHANICAL</b>		\$					
<b>ELECTRICAL</b>		\$					
<b>OTHER</b>		\$					
<b>TOTAL</b>		\$					

**ADDITIONAL PERMITS REQUIRED**

Permit of Approval	Check	Date Obtained	Number	By	Permit or Approval	Check	Date Obtained	Number	By
CURB OR SIDEWALK CUT					USE OF PUBLIC AREAS				
BOILER					PLUMBING				
ELEVATOR					ROOFING				
ELECTRICAL					SIGN OR BILLBOARD				
FURNACE					STREET GRADES				
GRADING					SEWER				
OIL BURNER					DEMOLITION				

PROJECT DOCUMENTS (DRAWINGS & CALCULATIONS)				
TYPE DRAWINGS/REPORT	SUBMITTED	SIGNED AND SEALED	DATE	REVISION DATE
Site Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Soil Report	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Architectural Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Structural Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Mechanical Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Electrical Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Job Specifications	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Structural Connect Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Structural Calculations	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Special Inspection Data	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Sprinkler Drawings	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Sprinkler Calculation	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		

OTHER DEPARTMENT APPROVALS			
Signature	Date	Signature	Date
Fire		Health & Sanitation	
Public Works		Water	
Zoning & Planning		Architectural Review	
Environmental Management			

VALIDATION			
	Date	Number	Permit/Insp. Fee
Building Permit			
Electrical Permit			
Plumbing Permit			
Mechanical Permit			
Other			

Prepared by: \_\_\_\_\_

Approved by: \_\_\_\_\_

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

Plan Review Fee (from Plan Review Record)

Certificate of Occupancy Fee

Other Fee(s)

**TOTAL**


# PLAN REQUIREMENTS

## 1 & 2 FAMILY DWELLING

The following information shall be provided in conjunction with the completed Building Permit application for 1 & 2 family dwellings prior to any Building permit being issued.

<b>PLOT PLAN</b> – Either draw on page 5 of the application or attach a site plan showing the following:	
<ol style="list-style-type: none"> <li>1. All property lines</li> <li>2. All building setback distances (front yard, rear yard and side yard)</li> <li>3. All utility easements</li> <li>4. Frontage street name</li> <li>5. Total lot area (square footage)</li> <li>6. Total building area</li> </ol>	
<b>NOTE:</b> This information is also needed in Section 4 of the Building Permit Application	
<b>FOOTING</b>	
Depth of Footing (frost line for this area is 20")	
Width and thickness of footing	
Width and thickness of piers	
Steel reinforcement type, size and placement	
Footing required for column	
<b>FOUNDATION WALLS</b>	
Type (Concrete or block)	
Wall Height	
Wall thickness	
Height above finished grade	
Steel reinforcement type, size and placement	
Foundation drainage	
Anchor bolt size and location	
Waterproofing of foundations (type)	
<b>CRAWL SPACE</b>	
Ventilation (size & location)	
Access (minimum size 18" x 24")	
Vapor Barrier	
<b>CONCRETE SLABS</b>	
Garage (thickness, PSI strength, type reinforcement)	
Basement (thickness, PSI strength, type reinforcement)	
House Slab (thickness, PSI strength, type reinforcement)	
Size & Depth of Granular fill under slab	
Vapor barrier (6 mil, where required)	

<b>FLOORS</b>	
Type of girder (type, size, wood species, height)	
Column type & spacing between columns	
Spacing of girders	
Grade and species of wood	
Joist spacing	
Sleeping area (LL30)	
Non-sleeping area (LL40)	
Grade & thickness of floor sheathing	
Allowable span of floor sheathing	
<b>WALLS</b>	
Type of studs (wood/steel)	
Size of studs	
Grade of studs	
Spacing of studs	
Load Bearing	
Non-load Bearing	
Size of Header	
Type of lateral supports	
(ie: structural sheathing let in brace)	
Size lateral supports	
Ceiling Height	
<b>INSULATION (R-Value)</b>	
Floors	
Walls	
Ceilings	
<b>WALL COVERING</b>	
Interior wall covering material and size	
Exterior wall covering material	
<b>ROOFS</b>	
Live load being supported	
Truss system type (pre-engineered or built on site)	
Type & size of members	
Spacing of Members	
Grade of members	
Means of anchorage to walls	
Roof decking materials (size & type)	
Roof covering material	
<b>ATTIC</b>	
Ventilation type	

Access (22" X 30" minimum)	
<b>MEANS OF EGRESS</b>	
Window requirements in sleeping rooms	
24" net clear opening height	
20" net clear opening width	
44" maximum sill height	
Window opening size	
Grade floor 5.0 sf (minimum)	
Above grade floor 5.7 sf (minimum)	
Exit door size (3'0 x 6'8" minimum)	
<b>SMOKE DETECTORS</b>	
Location and power source	
<b>FIREPLACE (Mark Yes or No)</b>	
Masonry Fireplace	<input type="checkbox"/> Yes <input type="checkbox"/> No
Masonry Chimney	<input type="checkbox"/> Yes <input type="checkbox"/> No
Factory built fireplace	<input type="checkbox"/> Yes <input type="checkbox"/> No
Factory fireplace stove	<input type="checkbox"/> Yes <input type="checkbox"/> No
Factory built chimney	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provide manufacturers suggested installation requirement	<input type="checkbox"/> Yes <input type="checkbox"/> No
Maintain a minimum distance of 12" between the vent exhaust and the supply	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>BASEMENT (Mark Yes or No)</b>	
Finished	<input type="checkbox"/> Yes <input type="checkbox"/> No
Unfinished	<input type="checkbox"/> Yes <input type="checkbox"/> No

\_\_\_\_\_  
Signature of Owner/Builder

\_\_\_\_\_  
Date

# BUILDING PERMIT LETTER OF AFFIRMATION

## Inspection Checklist for New Construction

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This checklist is intended to identify the *minimum* residential building inspections that are required to be performed, approved and act as a general guide as to when the contractor should call for those inspections. As circumstances and job conditions change, other inspections may be required.

**NOTE – Seventy-Two (72) hour notice is required for all inspections. Please call 573-774-5217 to schedule an inspection.**

**NOTE – General contractor/representative must be present for all inspections.**

**NOTE – Do not cover or conceal any item until it has passed inspection.**

### INITIAL BUILD INSPECTIONS

1. Set backs, site work and foundation systems. (must be approved *prior* to pouring any concrete)
  - The building outline shall be marked and orientated on the lot.
  - All formwork is in place in its entirety.
  - All steel reinforcement is properly in place and tied together in its entirety.
2. Foundation Inspection
  - All formwork is in place in its entirety.
  - All trenches are excavated and plumbing sleeves are in place.
  - All steel reinforcement is properly in place and tied together in its entirety.
  - All foundation walls shall be properly braced.
  - Foundation elevation shall extend twelve (12) inches above street gutters plus two (2%) percent.
3. Foundation waterproofing and drainage inspection (must be done *prior* to backfilling)
  - Foundation is waterproofed with approved materials.
  - Foundation drain tile is correctly placed and bedded.
  - Footing backfill and cover of 30 lb. felt or 6 mill polyethylene.
4. Under slab plumbing inspection (all plumbing is to be left exposed and uncovered)
  - Pressurized 60 15 PSI or under 10 ft. head water.
  - Granular base material is properly sized and in place.
  - Pressurized test to be performed by plumber and observed by inspector during inspection.
5. House slab, garage slab inspection (must be approved *prior* to pouring concrete)
  - Under slab plumbing completed and approved.
  - Vapor Barrier and reinforcement properly in place.
6. Electric, water, sewer, service lines (must be approved *prior* to backfilling trenches)
  - Trench lines properly dug and labeled.
  - Electrical service lines shall have red marking tape placed 12" over electrical lines or conduit.
  -



## **ROUGH-IN INSPECTIONS**

1. Framing inspection (must be approved **prior** to insulating and sheet-rocking)
  - All framing members properly erected.
  - All exterior sheathing is properly fastened to structural framework.
  - Roofing felt and flashing properly installed.
2. Electrical Inspection (must be approved **before** insulating and sheet-rocking)
  - All branch circuits properly and completely installed.
3. Plumbing Inspection (must be approved **before** insulating and sheet-rocking)
  - All supply, waste, and gas lines properly installed and pressurized in their entirety.
  - Pressure test to be conducted by the plumber and observed by the inspector.
4. Mechanical Inspection (must be approved **before** insulating and sheet-rocking)
  - All ductwork must be installed and exposed.

## **POST ROUGH-IN INSPECTIONS**

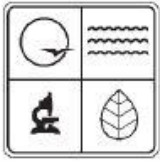
1. Insulation shall be properly installed and rafter vents must be visible during inspection. (must be approved **prior** to sheet-rocking)

## **FINAL INSPECTION**

1. Interior finish work
2. Finished electrical (panel cover removed), plumbing and mechanical
3. Finished roof covering and guttering
4. Finished site work, final grading shall be properly sloped away from foundation. (adjoining properties must be protected.
5. Yard seeding completed.

**NOTE – The final inspection will only be performed when all other inspections have been completed and approved. All outstanding discrepancies must be corrected and inspected before the final inspection is scheduled. The general contractor is responsible for scheduling the required inspections and must be present for those inspections. If the general contractor cannot be present then a designated representative is permitted. A representative must be designated on the attached letter, to be returned with the permit application.**

**NO DWELLING(S) SHALL BE OCCUPIED UNTIL AUTHORIZED BY THE  
ISSUANCE OF A CERTIFICATE OF OCCUPANCY**



# CONSTRUCTION AND DEMOLITION WASTE GUIDANCE

Solid Waste Management Program fact sheet

05/2014

Division of Environmental Quality Director: Leanne Tippett Mosby

PUB2242

As Missouri communities continue to grow, older buildings are being renovated or demolished to make room for newer, more modern buildings. Properly managing waste during demolition helps prevent threats to human health and the environment.

If a demolition or renovation project is entered with an eye toward the environment and human health, the impact to both can be lessened or even removed. This will allow communities to continue to grow in harmony with the citizens and environment.

## **Construction and Demolition Waste Regulations**

The Missouri Department of Natural Resources regulates demolition and renovation projects for institutional, commercial, public and industrial structures. The department also regulates residential structure projects such as apartment buildings with more than four units or two or more residential structures that are a part of the same project. Single family residential structures or other residential structures containing four units or less are exempt from most asbestos regulations. However, all construction, demolition and renovation wastes are regulated under the Solid Waste Management Law.

All construction, renovation and demolition waste must be properly disposed of at a permitted transfer station or landfill regardless of whether it was generated from a commercial or residential structure. Before a regulated renovation or demolition project begins, the business or entity requesting the work should make the waste disposal a part of the contract. This will deflect liability if the waste is not properly managed and should be considered by the contractors during the bid process. Demolition or renovation operations can create several different kinds of waste:

- **Clean fill** includes uncontaminated soil, rock, sand, gravel, asphaltic concrete, blocks and bricks, and minimal amounts of wood, metal and inert solids. Minimal means the smallest amount possible. These can be used to fill in excavated holes from demolition or construction projects.
- **Recovered materials** include doors and windows can be removed for reuse, or scrap metal and asphalt shingles can be taken to a recycling center.
- **Regulated wastes** are wastes that cannot be used as clean fill and cannot be recovered for reuse or recycling. These wastes must be taken to a permitted landfill or transfer station for proper disposal.
- **Hazardous waste and asbestos containing material** - The most common hazardous materials encountered during demolition and renovation projects are lead paint and objects contaminated by lead paint. There are many rules and regulations regarding management and disposal of hazardous and asbestos containing materials.

For more information about clean fill, recovered materials or regulated wastes contact the department's Solid Waste Management Program at 573-751-5401 or see the fact sheet *Managing Construction and Demolition Wastes*, PUB2045, available on the department's website at [www.dnr.mo.gov/pubs/pub2045.htm](http://www.dnr.mo.gov/pubs/pub2045.htm). For more information about proper hazardous waste disposal contact the department's Hazardous Waste Program at 573-751-3176.

### **Asbestos**

Asbestos is a naturally occurring mineral fiber. It can be positively identified only with a special type of microscope. Because the fibers are so small, they can float into the air, where they can be inhaled and accumulate in the lungs. This can lead to diseases like asbestosis, mesothelioma and lung cancer.

Most products made today do not contain asbestos. However, until the 1970s, asbestos was added to a variety of products to strengthen them and to provide heat insulation and fire resistance.

For more information about the proper disposal of asbestos containing materials, contact the department's Air Pollution Control Program at 573-751-4817 or see the fact sheet *Asbestos: What is it and why is it a concern?*, PUB2077, available on the department's website at [www.dnr.mo.gov/pubs/pub2077.pdf](http://www.dnr.mo.gov/pubs/pub2077.pdf).

### **Asbestos Inspection Requirements**

Additionally, before a regulated project begins, a state certified asbestos inspector must inspect the entire structure for asbestos containing material. If the inspector finds regulated quantities of asbestos containing material or assumes it to be in the structure, an asbestos abatement contractor must complete the project.

Abatement contractors are trained in the proper procedures for safely removing and disposing of asbestos containing material. The Department of Natural Resources has a listing of Missouri-certified asbestos professionals and training providers on the department's website at [www.dnr.mo.gov/env/apcp/asbestos.htm](http://www.dnr.mo.gov/env/apcp/asbestos.htm).

The department requires notification for all regulated demolition and asbestos abatement projects. The information must be submitted to the department's Air Pollution Control Program at least 10 working days before the project begins. Review *Asbestos Requirements for Demolition and Renovation Projects*, PUB2157 at [www.dnr.mo.gov/pubs/pub2157.pdf](http://www.dnr.mo.gov/pubs/pub2157.pdf) for more information regarding these requirements.

### **Open Burning of Construction or Demolition Waste**

It is important to note there are limited circumstances where waste from a renovation or demolition project may be open burned in Missouri. Untreated wood waste in limited circumstances may be open burned with a permit from the Department of Natural Resources. The burning of waste can lead to toxic emissions like dioxins, volatile organic compounds and hydrogen chloride. Those nearby the burn site could potentially experience skin and eye irritation, respiratory problems, and even central nervous system issues like headaches or dizziness.

For more information about open burning, contact the department's Air Pollution Control Program at 573-751-4817 see the fact sheet *Facts on Open Burning under Missouri's Regulations*, PUB2047 available at [www.dnr.mo.gov/pubs/pub2047.pdf](http://www.dnr.mo.gov/pubs/pub2047.pdf).

### **Local Ordinances**

There may be local ordinances stricter than the state's rules and regulations. Any business or entity beginning a renovation or demolition project should be aware of all of the ordinances and regulations affecting them before the project starts.

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**Nothing in this document may be used to implement any enforcement action or levy any penalty unless promulgated by rule under chapter 536 or authorized by statute.**

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### **For more information**

Missouri Department of Natural Resources  
Solid Waste Protection Program  
P.O. Box 176  
Jefferson City, MO 65102-0176  
800-361-4827 or 573-751-5401  
<http://www.dnr.mo.gov/env/swmp>



**CITY OF WAYNESVILLE**  
**BUILDING DEPARTMENT**

100 Tremont Center  
Waynesville, MO. 65583  
Phone: 573-774-5217

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# NOTICE

The following notice is an attachment to the issuance of any Building Permit within the City of Waynesville required by Chapter 260.210.8 RSMo.

## DISPOSAL OF DEMOLITION WASTE

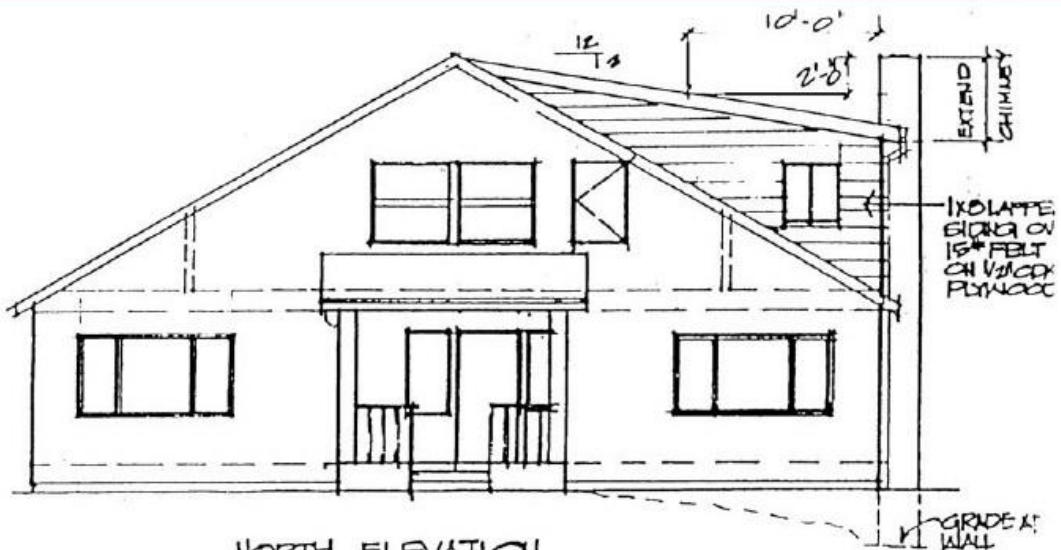
*The disposal of demolition waste is regulated by the Department of Natural Resources pursuant to Chapter 260, RSMo. Such waste, in types and quantities established by the Department, shall be taken to a demolition landfill or a sanitary landfill for disposal”*

Company/Homeowner \_\_\_\_\_

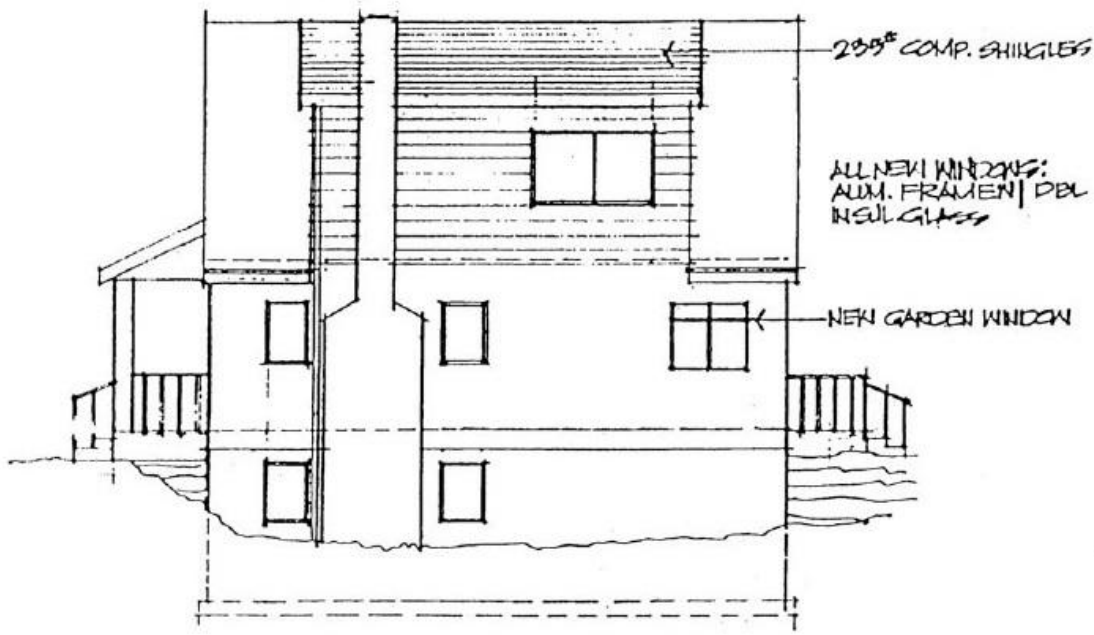
Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

FOR EXAMPLE ONLY



NORTH ELEVATION  
1/8" = 1'-0" SOUTH ELEV. SIMILAR

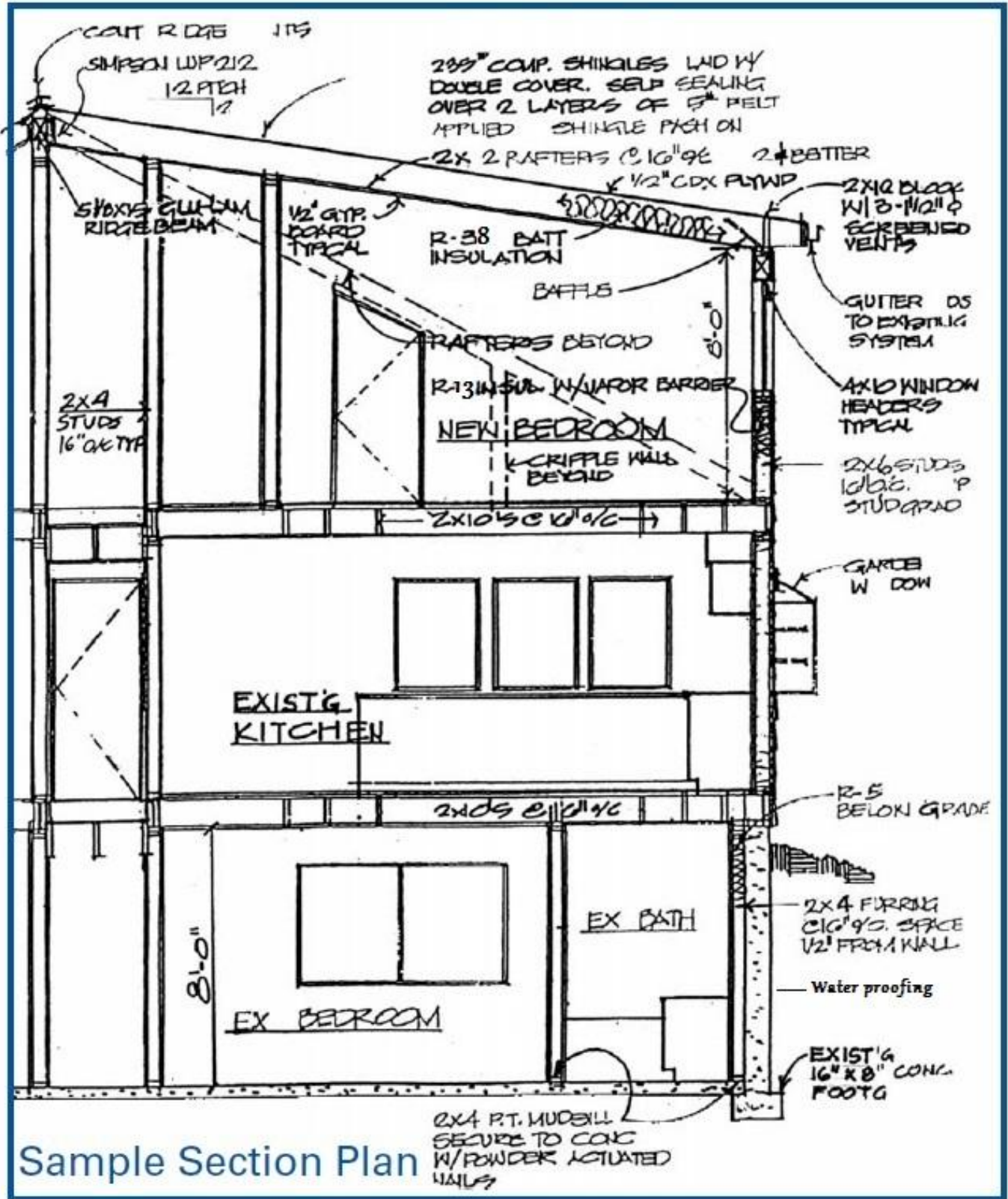


WEST ELEVATION  
1/8" = 1'-0"

Sample Elevations

FOR EXAMPLE ONLY

FOR EXAMPLE ONLY



FOR EXAMPLE ONLY

# A Sample Site Plan

## For Successful New Single Family Residential (NSFR) Project Submittals

A well prepared site plan is very important to your project submittal. All major review groups need to approve your site plan.

Site plans must be clearly legible and reproducible. A complete and accurate site plan will help to speed your permit application reviews.

Your site plan must be drawn on 11"x17" or larger paper

- drawn to a scale of 1" = 10'
- larger such as 1/8" = 1 foot or 1/4" = 1 foot
- Include a North arrow

Please be aware that since every project is unique there may be some situations where you will be asked to provide additional information.

- (A) Existing on-site tree to be retained or removed
- (B) Root protection zone/fencing - typically 1 foot radius per inch of tree diameter (measured 4 1/2 feet above the ground)
- (C) Proposed on-site new tree with species and size
- (D) Existing street tree to be retained or removed
- (E) Proposed street tree
- (F) Right-of-way configuration (sidewalk, planting strip, curb and street name)
- (G) Existing and proposed locations of underground utilities
- (H) Distance from building to property lines
- (I) Distance from garage entry to property line
- (J) Finished grade elevations at property corners and building corners
- (K) Retaining wall with top of wall (TOW) elevation and bottom of wall (BOW) elevations
- (L) Two foot grade elevation contours, existing
- (M) Two foot foot grade elevation contours, proposed
- (N) Location and size of existing easements
- (O) Stormwater disposal type and size
- (P) White space for City stamps
- X Tree to be removed

LOT AREA .....	5,000 SQ FT
<b>IMPERVIOUS AREA</b>	
DRIVEWAY.....	360 SQ FT
PATIO .....	100 SQ FT
WALK .....	90 SQ FT
ROOF AREA (INCL. OVERHANG) .....	1,334 SQ FT
TOTAL .....	1,884 SQ FT
<b>BUILDING COVERAGE</b>	
BUILDING FOOTPRINT.....	1,196 SQ FT



## SITE PLAN

SCALE 1" = 10'

