CITY OF CARLISLE

APPLICATION FOR BUILDING PERMIT
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Please fill out the form below – Please print

Name: _______________________________ Phone Number: __________________________

Address: ___________________ City: ___________________ State: ______________

Address of building permit if different from above: ______________________________________

Give complete legal description of lots building permit is being requested for: Lots(s), Block and
Division: ________________________________________________________________

What is the intended use of the building: ____________________________________________

________________________________________________________________________________

What is the cost of the building or addition: __________________________________________

How many square feet will be in the building: __________________________________________

Will there be plumbing and/or heat in this building? □ Yes □ No

Number of Water Connections needed: ______ Number of Sewer Connections needed:__________

Will this building be used as a business? □ Yes □ No

If Yes, what type of business will be conducted in this building? __________________________

If Yes, will there be a delivery truck going to and from the business? □ Yes □ No

If Yes, will there be customer parking required? □ Yes □ No

Will this building be used as a residential structure? □ Yes □ No

If Yes, is it a single family dwelling? □ Yes □ No

Will this building be used for multi-dwelling, such as a duplex and/or apartment units? □ Yes □ No

If Yes, how many unit dwellings in building? ______________________________

Is this property located in a designated flood way? □ Yes □ No
Foundation:  
- Concrete
- Brick
- Stone
- Blocks
- Other:  

Exterior Walls:  
- Wood
- Brick
- Stone
- Blocks
- Metal
- Other:  

Interior Walls:  
- Wood
- Sheetrock
- Plaster
- Other:  

Roof:  
- Wood Shingle
- Asphalt Shingle
- Metal
- Other:  

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**DRAWINGS NEEDED**

Please attach with this application a complete drawing of the property and the building in which you are seeking a building permit. Plan must be submitted in duplicates, drawn to scale, showing the actual dimensions of the lot to be built upon, the size of the building to be erected and its location on the lot. The drawing must show the distance the building will be from all property lines, and any state or city right-of-way.

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**PERMIT & INSPECTION FEE**

<table>
<thead>
<tr>
<th>FEE</th>
<th>AMOUNT</th>
<th>RECEIPT #</th>
<th>DATE</th>
<th>CLERK</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUILDING PERMIT</td>
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<tr>
<td>WATER CONNECTION</td>
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<tr>
<td>ELECTRICAL INSPECTION</td>
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<tr>
<td>SEWER CONNECTION</td>
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<tr>
<td>HVAC INSPECTION</td>
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</table>

**CONTRACTORS INFORMATION**

**PLUMBING:**
- COMPANY NAME: ____________________________  PHONE NUMBER: ____________________________
- PLUMBERS NAME: ____________________________  LICENSE #: ____________________________
- BUSINESS ADDRESS: ____________________________

**ELECTRICAL:**
- COMPANY NAME: ____________________________  PHONE NUMBER: ____________________________
- ELECTRICIANS NAME: ____________________________  LICENSE #: ____________________________
- BUSINESS ADDRESS: ____________________________
HVAC:
COMPANY NAME: ______________________________________________________________________ PHONE NUMBER: __________________________
INSTALLERS NAME: ______________________________________________________________________ LICENSE #: ______________________________________________________________________
BUSINESS ADDRESS: ______________________________________________________________________

PENALTY FOR VIOLATION OF ANY ZONING REGULATION
Any person or corporation who shall violate any of the provisions of the Carlisle Zoning Regulations or fail to comply therewith or with any of the requirements thereof, or who shall be guilty of a misdemeanor and shall be liable to a fine of not more than one hundred dollars ($100.00). Each day such violation is permitted to exist shall constitute a separate offense. The owners or owners of any building or premises or part thereof where anything in violation of these regulations shall be placed, or shall exist, and any architect, builder, contractor, agent, person, or corporation employed in connection therewith and who may have assisted in the commission of any such violation, shall be guilty of a separate offense and upon conviction thereof shall be fined as hereinbefore provided.

APPLICATION FEE FOR A CERTIFICATE OF OCCUPANCY
An application fee for a Certificate of Occupancy and Compliance shall be twenty dollars ($20.00), no part of which shall be refundable. A separate fee shall be required for replacement of a revoked Certificate upon satisfaction of the requirements of the Ordinance.

I certify that all information contained in the above applications and the attached drawing is true and correct to the best of my knowledge.

__________________________________________  __________________________
Signature of Applicant  Date

This application for building permit has been  □ Approved  □ Denied

Reason permit has been denied: ______________________________________________________________________

__________________________________________  __________________________
Enforcement Officer:  Date:

Enforcement Officer:  Date:
CERTIFICATE OF OCCUPANCY
CITY OF CARLISLE, ARKANSAS

PROPERTY ADDRESS: _____________________________________________________________

LEGAL DESCRIPTION: _____________________________________________________________

OWNER: _______________________________________________________________________

OWNER ADDRESS IF DIFFERENT FROM ABOVE: _________________________________________

OCCUPANT IF OTHER THAN OWNER: ______________________________________________

TELEPHONE: _____________________________  FAX : _________________________________

ZONING DISTRICT : ____________________________ OK: _____________________________

CONDITIONAL USE PERMIT: _______________________________________________________

RESTRICTIVE COVENANTS: _________________________________________________________

BUILDING PERMIT: ____________________________ DATE: ____________________________

WATER INSPECTION: ____________________________ DATE: ____________________________

SEWER INSPECTION: ____________________________ DATE: ____________________________

IF NO SEWER, HEALTH DEPT. SEPTIC TANK PERMIT : ____________________________

CURB CUT PERMIT IF ON STATE HIGHWAY: ________________________________________

COMMENTS: ____________________________________________________________________

______________________________________________________________________________

THE PROPERTY DESCRIBED ABOVE MAY BE LAWFULLY OCCUPIED FOR THE
INTENDED USE (______________________________).

OFFICIALS SIGNATURE: _________________________ DATE: ________________________
**NOTICE**

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, AND HVAC. A PERMIT BECOMES NULL AND VOID IF THE AUTHORIZED WORK/CONSTRUCTION IS NOT COMMENCED WITHIN 6 MONTHS, OR IF WORK/CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX MONTHS. ADDITIONAL REQUIREMENTS EXCEEDING STATE AND/OR FEDERAL CODES ARE LISTED BELOW BY CATEGORY:

<table>
<thead>
<tr>
<th>ELECTRICAL</th>
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</tr>
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<tbody>
<tr>
<td>See attached ordinances</td>
<td>Same as state codes</td>
<td>A. No more than 6 feet of flex duct shall be used under a house or in a crawlspace, with the exception of mobile homes, when approved by the authority having jurisdiction.</td>
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<td></td>
<td></td>
<td>B. Mechanically approved fittings are required for all turns.</td>
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<tr>
<td></td>
<td></td>
<td>C. Mechanically approved fittings are required for takeoff.</td>
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