



Benton County Development * Building Safety Division
905 NW 8th Street * Bentonville, AR 72712* (479) 271-1003

COMMERCIAL BUILDING PERMIT APPLICATION

PLEASE SEE THE CHECKLIST FOR ALL REQUIRED ATTACHMENTS

Date: Parcel No.: 911 Address of Structure: City: Zip

Property Owner: Contractor: Phone: Fax: Email: Mailing Address: City: Zip: Send Certificate of Occupancy to this address

Building Use: Total Sq. Footage:

Construction Type: IA IB IIA IIB IIIA IIIB IV VA VB

Use Group: A-1 A-2 A-3 A-4 B E F-1 F-2 H-1 H234 H-5 I-1 I-2 I-3 I-4 M R-1 R-2 R-3 R-4 S-1 S-2 U

(06 Arkansas Plumbing & Gas Code) (14 NEC Code) (2010 Mechanical Code) (12 Arkansas Fire Prevention Code) (2014 Arkansas Energy Code)

Note: This permit becomes null and void if work or construction authorized in 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 commenced.

Signature of Contractor Date

PLEASE GIVE DETAILED DIRECTIONS TO JOB SITE:

(06 Arkansas Plumbing & Gas Code) (14 NEC Code) (2010 Mechanical Code) (12 Arkansas Fire Prevention Code) (2014 Arkansas Energy Code)

OFFICE USE ONLY

Accepted by: Date: Permit #: Approved By: Date: Approved: Yes No Surcharge: \$ Floodplain Designation: MS4 Area Plan Review Fee: \$ Is Structure in City Boundary? City: Permit Fee: \$ Date Permit Issued: Total Permit Fee: \$ Date Project Completed: Cash: Check# Water Authority: (Permit fees are non-refundable)



Revised 8/18/2016

Benton Building Safety Division Checklist for Commercial Building Permit Application

County Development -

APPLICATION MUST BE COMPLETE IN ITS ENTIRETY

Note: Arkansas Code 6-155-106 requires collection of construction surcharge in the amount of (\$0.50) per each thousand dollars (\$1,000.00) of construction on any nonresidential construction permit, to fund the Arkansas Construction Industry Craft Training Fund & Apprenticeship program, not to exceed \$1,000 per permit issued.

- Parcel Number - This can be obtained from the Real Estate Assessor's Office at 271-1037.
911 Address - This can be obtained from 911 Administration at 271-1085. Application must include approval letter from 911 Administration for any new dwelling with living space.
Planning Board/Planning Jurisdiction Approval - Must provide written documentation that the Planning Board/City has reviewed and approved the project.
Letter of Commercial Approval from State of Arkansas for Plumbing - The Building Safety Division will not accept Building Permit Applications without this document.
Septic Approval -- The Building Safety Division will not accept Building Permit Applications without the completed and approved septic permit from the Health Department 986-1300.
Building Plans - 2 complete sets of stamped building drawings plus 1 complete set on a thumb drive (must include complete code study and detailed electric drawings with panel schedule. IBC 106.1) codes, occupancy load, classification.
Site Plan, Survey or Plat - This can be obtained from the Circuit Clerk at 271-1017.
Building Setback - Property meets County setbacks - 50 ft. from the center of the road and 10 ft. from the sides and back.
Soil Compaction Test - If required.
Contractor Licenses - A copy of all licenses must be provided for each project. We do NOT keep licenses on file.

Contractor: (Company Name) Electrical: (Company Name)

HVAC: (Company Name) Plumber: (Company Name)

- Manual N Calculations for HVAC - Obtain this from your HVAC contractor.
Utilities -

Electric Company Gas/Propane Company
Water Company Septic or Sewer (Circle One)

All Commercial Building Applications must include two (2) sets of Stamped Architectural Drawings plus (1) set on a thumb drive at the time of submission.

Permit Applications can be returned in person to 905 NW 8th Street, Bentonville, AR 72712 Questions or concerns regarding this application or building permits please call (479) 271-1003