



**Permitting**  
 220 North Knoxville Avenue  
 Russellville, AR 72801  
 (479) 968-1002 ext.1

**Inspection Services**  
 107 North El Paso Avenue  
 Russellville, AR 72801  
 (479) 968-1002 ext.2

Email: [permitting@rsvlar.org](mailto:permitting@rsvlar.org)

**COMMERCIAL BUILDING PERMIT APPLICATION**

| <b>Section 1. Project Information</b>  | <b>Permit Number</b> |
|--|----------------------|
| <p>Commercial      Multi-family      Other: _____</p> <p>911 / Property Address: _____</p> <p>Subdivision: _____ Block: _____ Lot: _____ Parcel #: _____</p> <p>FOR BUILDINGS AND STRUCTURES LOCATED IN WHOLE OR IN PART IN FLOOD HAZARD AREAS, APPLICANT MUST COMPLETE THE <a href="#">FLOODPLAIN DEVELOPMENT PERMIT APPLICATION</a>.</p> <p>PLEASE PROVIDE A LEGAL DESCRIPTION, STREET ADDRESS, OR SIMILAR DESCRIPTION THAT WILL READILY IDENTIFY THE PROPOSED BUILDING OR WORK, ALONG WITH A SURVEY OF THE PROPERTY ATTACHED TO THE APPLICATION, WITH PROPOSED STRUCTURES AND SETBACKS.</p> |                      |
| <b>Section 2. Project Description</b>  |                      |
| <p>New      Addition      Alteration      Build-out      Change of Use      Other: _____</p> <p>Proposed Use: _____ Occupancy Type: _____ # of Stories: _____ Fire Sprinkler:      Yes      No</p> <p>Construction Type:      IA      IB      IIA      IIB      IIIA      IIIB      IV      VA      VB</p> <p>Total SF: _____ Estimated Value of Project: \$ _____</p> <p>Project Name: _____</p> <p>Description of Work:</p><br><br><p>Demolition:      Yes      No      IF YES, APPLICANT SHALL OBTAIN A DEMOLITION PERMIT.</p>  |                      |
| <b>Section 3. Contact Information</b>  |                      |
| <p>Property Owner: _____</p> <p>Mailing Address: _____ City: _____ State: _____ Zip: _____</p> <p>Phone: _____ Email: _____</p> <p>General Contractor: _____ License #: _____</p> <p>Mailing Address: _____ City: _____ State: _____ Zip: _____</p> <p>Phone: _____ Email: _____</p> <p>Design Professional: _____</p> <p>Mailing Address: _____ City: _____ State: _____ Zip: _____</p> <p>Phone: _____ Email: _____</p>  |                      |

**Section 4. Acknowledgement and Signature**

Applicant is:      Property Owner      General Contractor      Architect / Engineer      Other: \_\_\_\_\_

THIS PROJECT BECOMES NULL AND VOID IF CONSTRUCTION OR WORK AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS COMMENCED.

DEVELOPMENT SHALL NOT BE USED OR OCCUPIED UNTIL A CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED BY THE BUILDING OFFICIAL.

SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, ELECTRICAL AND MECHANICAL.

HEALTH DEPARTMENT APPROVALS (IF APPLICABLE) SHALL BE ATTACHED TO THIS APPLICATION.

APPLICATION SHALL BE ACCOMPANIED BY CONSTRUCTION DOCUMENTS AS REQUIRED BY THE BUILDING CODE.

IF APPLICANT IS ACTING AS PROPERTY OWNER'S AGENT, [APPOINTMENT OF AGENT FORM](#) SHALL BE SUBMITTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND I KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. I AUTHORIZE REPRESENTATIVES FROM THE CITY OF RUSSELLVILLE TO ENTER THE ABOVE MENTIONED PROPERTY FOR INSPECTION PURPOSES.

\_\_\_\_\_  
**Name of Applicant (Print)**                      **Signature of Applicant**                      **Date**