



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

### CITY OF HOT SPRINGS BUILDING PERMIT APPLICATION

Commercial     Residential     Rehabilitation     Other

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contractor Information

Owner Information

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

FAX: \_\_\_\_\_

Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

FAX: \_\_\_\_\_

License #: \_\_\_\_\_

Email: \_\_\_\_\_

Occupational Tax #: \_\_\_\_\_

Project Evaluation: \$ \_\_\_\_\_ Square Footage: H/C \_\_\_\_\_ Total \_\_\_\_\_

Job Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Owner/Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Planning Department: \_\_\_\_\_ Building Official: \_\_\_\_\_

*It is our goal to assist you in making your project a success in a timely manner. Please call if you have any questions or need assistance from the City of Hot Springs Building Department, 133 Convention Blvd., Hot Springs, AR 71901 (501-321-6851) or (501-321-6846).*

**FOR OFFICE USE ONLY**

\$ \_\_\_\_\_  
Permit Amount

\_\_\_\_\_  
Date

\_\_\_\_\_  
Permit Tech

**See reverse side for documents needed for submittal. Also see Construction Agreement document for a complete list of inspections.**

Questions? Call 501-321-6845

**CONSTRUCTION DOCUMENTS NEEDED FOR  
A THOROUGH PLAN REVIEW**

**BUILDING REVIEW** - four sets of complete drawings:

Architectural/engineering design development drawings indicating size of the building, Use Group, and Type of Construction. Drawings to include building plans and sections with means of egress, fire separation assembly locations and fire protection systems proposed.

Complete site plan (sidewalks, set backs, drainage, hydrant locations, etc.)

Complete landscape plan (points calculated)

Soil boring and geotechnical recommendations report (1 set)

Foundation structural calculations (1 set)

Complete architectural and structural plans

Complete Mechanical plans and specifications

Complete Plumbing plans and specifications

Complete Electrical plans and specifications

**SPRINKLER REVIEW** - two sets of the following:

Complete Sprinkler plans and calculations, including design calculations, current flow test and Material and equipment specifications

**ACCESSIBILITY REVIEW** - two sets of the following drawings

Detail of all accessibility dimensions and fixtures

**ENERGY REVIEW** - one set of the following documents

Design conditions (interior and exterior) consistent with local climate

Envelope design method, including supporting calculations and documentation

**NOTE: Construction documents should be signed, sealed and dated by the registered design professional in accordance with the professional registration laws of the State of Arkansas.**