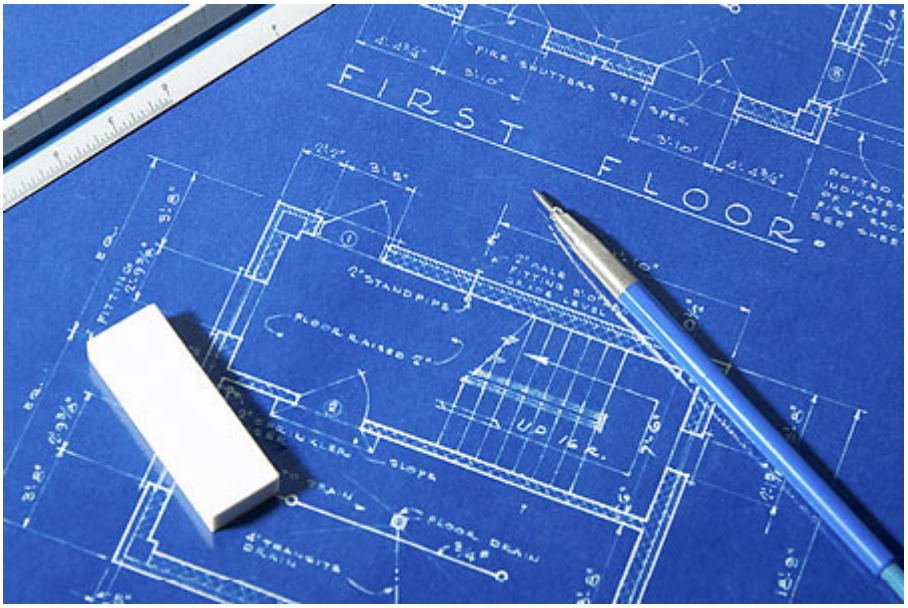

Parkville
MISSOURI

2009

CONSTRUCTION GUIDELINES

FOR

COMMERCIAL PROJECTS

Community Development Department
City of Parkville, Missouri

PREFACE

A GUIDE FOR DESIGNERS AND CONTRACTORS

Building construction can be a very complicated process. Considerable data must be examined by the City of Parkville to insure conformance to the adopted codes of the city, which are adopted to protect the life, safety and welfare of the public. Properly constructed buildings last longer and are easier to maintain. Also, codes, materials and methods change and it is very important that systems and materials be applied correctly. The more information is shared and the more standardized the format, the more efficient the process is overall.

The following guidelines are provided to assist property owners, contractors and design professionals with the design and construction of commercial projects within the provisions of the adopted Building Codes, Zoning Ordinance and other Parkville ordinances. Please read them carefully and understand that they do not include all of the code requirements, but are summarized for this guideline. Any questions can be directed to the Building Safety Division of the Community Development Department.

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CITY OF PARKVILLE, MISSOURI

CONSTRUCTION GUIDELINES
FOR
COMMERCIAL PROJECTS

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City of Parkville, Missouri
Community Development Department
8880 Clark Avenue
Parkville, MO 64152
(816) 741-9313
(816) 741-8652 FAX

CONSTRUCTION GUIDELINES FOR COMMERCIAL BUILDINGS

Current Adopted Codes

The Construction Codes currently adopted by the City of Parkville are as follows:

- 2006 International Building Code (IBC) with all Appendixes listed
- 2006 International Plumbing Code (IPC)
- 2006 International Mechanical Code (IMC)
- 2006 International Fuel Gas Code (IFGC)
- 2006 International Fire Code (IFC)
- 2005 National Electrical Code (NEC)
- 1997 Uniform Administrative Code and Permit Fees
- ANSI 117 of the Americans with Disability Act
- National Pollutant Discharge Elimination System (NPDESII)
- American Public Works Association (APWA) – refer to Public Works Director for current procedures

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SECTION ONE

NEW BUSINESS

General Information

If your project is located in a planned district you may be required to file an application to the Planning Commission or the Board of Aldermen for preliminary approval. A site plan review is typically included in this process. If the project is near a state highway, approval from the Missouri Department of Transportation will be required. A parking plan must be submitted for all projects as required by Section 460 of the Zoning Ordinance.

Plans that are incomplete, defaced, illegible or faded will not be accepted. Applicants whose projects include food or liquor service facilities, such as restaurants, should make applications to the county health department and appropriate liquor boards. In the City of Parkville the Board of Aldermen must approve all liquor licenses.

Developers of commercial projects must also submit building plans to the South Platte Fire District. Final approval for plans will not be granted until South Platte Fire Protection District has approved the plans and issued a permit. For information or to schedule an inspection call the South Platte Fire Protection District at (816) 741-2900.

PERMIT INFORMATION

The following information is required to complete a building permit application.

- Lot number.
- Block number.
- Parcel number
- Subdivision.
- Contractor name, address and phone number.
- If LLC, PC or LLP, corporate number and information of all officers and registered agent will be required.
- City of Parkville occupational license number. Licenses may be obtained through the city collector (816/741-7676).
- Architect/Engineer name, address, phones number and professional license number.
- Class of work (new, addition, alteration, repair, move, remove, etc.).
- Valuation of work (cost to build minus profit and lot cost).
- Former use of building to proposed use of building.
- Signature of agent.
- Signature of owner.
- Sub-contractors list with name, address of LLC, PC or LLP, corporate number and information of all officers and registered agent will be required. And current City of Parkville occupational license number.
- Two sets of plans sealed by a Missouri registered engineer.
- One PDF file of all applicable drawings.
- Deed showing ownership of property.

DEFINITIONS

Actual Building Area vs. Allowable Area – Based on type of construction and occupancy. Refer to 2003 IBC, Chapter 5.

Base Flood Elevation – Minimum basement floor elevation to comply with City Flood Plain Management Ordinance based on the National Flood Insurance Program (NFIP). Builder must submit flood-proofing design to a height of 1' (one foot) above the Base Flood Elevation (BFE). Calculations, details, and approved technical data shall be provided as evidence of compliance and provided with a completed flood plain development permit application.

Drawing Index – Should be complete with Drawing Numbers, Drawing Title and Revision Numbers.

Occupancy Classification – Structure is to be designed according to its occupancy. Refer to 2006 IBC Chapter 3. Classifications include:

A-1. For the production and viewing of the following:
- Performing arts
- Motion pictures

A-2. For the consumption of food and/or liquor. Includes the following building types among others:
- Banquet halls
- Taverns and bars
- Night clubs
- Restaurants

A-3. For the following functions:
- Worship
- Recreation
- Amusement
- Gatherings

A-4. Spaces for viewing indoor sporting activities with spectator seating:
- Arenas
- Skating rinks
- Swimming pools
- Tennis courts

A-5. For the following functions:
- Participating in outdoor activities
- Amusement park structures
- Bleachers
- Grand stands
- Stadiums

B. Includes buildings or parts of buildings used for the following:

- Offices
- Professional transactions
- Service transactions
- Storage of records
- Storage of accounts

E. Includes buildings or parts of buildings used as follows:
Buildings with the following characteristics,

- Serving 12th grade or lower
- Serving more than 6 people at one time or
- Day care

F. Includes buildings or parts of buildings used for any of the following functions, which are not classified as Occupancy H.

- Assembling
- Disassembling
- Fabricating
- Finishing
- Manufacturing
- Packaging
- Repair
- Processing operations

F-1. Moderate-Hazard Occupancy includes factory and industrial functions such as:

- Aircraft
- Publishing
- Rug cleaning
- Printing
- Textiles
- Laundries
- Food processing
- Cabinet making
- Carpet cleaning

For a complete list of F-1 refer to 2006 IBC, Section 306.2.

F-2. Factory Industrial Low Hazard Occupancy includes factory and industrial functions that use noncombustible materials that do not cause significant fire hazards.

H, H-1, H-2, H-3. Hazardous Occupancies. Buildings that contain Class Class II and Class III-A flammables, combustible materials or I that pose physical hazards or health hazards.

I-1, I-2, I-3, I-4. Institutional occupancies that include:

- Medical treatment
- Residential board and care facilities
- Halfway houses
- Group homes
- Convalescent facilities

For a complete list of Institutional occupancies, refer to 2006 IBC, Section 308.

M. Mercantile. Includes buildings or parts of buildings used for the display and sale of merchandise.

R-1. Buildings where residents are primarily transient:
- Hotels
- Motels
- Transient boarding houses

R-2. Buildings with more than 2 dwelling units; residents are primarily permanent:
- Apartment houses
- Dormitories
- Fraternities and sororities

R-3. Buildings with less than 2 dwelling units; residents are primarily permanent:
- Single family homes

R-4. Residential care/assisted living facilities with the number of residents served is more than 5 and less than 16.

S-1, S-2. Includes buildings or parts of buildings used for storage. For a complete list of S occupancies refer to 2006 IBC, Section 311.

U. Utility and Miscellaneous. Buildings or structures that are not in any other occupancy classification:
- Agriculture buildings
- Barns
- Carports
- Fences
- Stables
- Towers
- Sheds
- Greenhouses

Parking Plan – A plan showing the number of vehicle parking spaces provided, with ingress, egress, location, dimensions, driveways, loading spaces, accessible spaces, off street parking, shared parking, landscaping and screening as per Section 463 of the Zoning Ordinance.

Planned District – (B-4, R-5, OTD-B) These districts provide primarily for transition areas so as to achieve the highest and best use of the land while preserving the adjacent properties. Permits can only be issued after Planning Commission and Board of Aldermen review of the plans and proposed uses. Please inquire for application requirements.

Structural Codes Analysis – 2006 IBC, Chapter 16 shall follow the engineering standards format and content.

Type of Building Construction – Non Combustible, Protected, IA, IB, IIA; Non Combustible, Unprotected, IIB; Combustible, Protected IIIA, IV, VA; Combustible, Unprotected IIIB, VB (Most cases A=Protected, B=Unprotected) (I & II Non Combustible; III, IV, V, Combustible).

SITE PLAN

Plans shall be designed and stamped by a Missouri registered design professional.

General Information to be included on plans:

- Vicinity map, north arrow, property boundaries, zoning district boundaries, adjoining property zoning and specific land use.
- Date and scale: Scale must be no larger than 1:20 and no smaller than 1:50 unless otherwise approved by the Community Development Director. Plans must be fully dimensioned for critical dimensions.
- Show exact location of proposed building in relation to property lines.
- Existing buildings, streets, parking areas, trees, signs, etc.
- Note the use of all existing and proposed buildings or structures.
- Topographical information (minimum five foot contours).
- Grades and elevation of the site and buildings.
- Rights-of-way width and grade.
- Street names.
- Pavement width.
- Surface materials of vehicular travel area and medians.
- Curb, gutter or ditch sections.
- Existing or proposed public or private sidewalk location and material.
- Plan view of all improved, extended and widened streets, public or private.
- Internal traffic circulation details.
- Location of any off-site parking.
- Detail to show compliance with disabled accessibility requirements.
- Disabled parking spaces.
- Vehicular stacking space areas.
- Driveway and access point locations, and widths, opposing driveways and all off-site impediments to the proposed driveway.

Open Space and Landscaping:

- Calculations for open space requirements and open space shown on plans.
- Show wetlands, surface water areas.
- Landscape plans showing requirements of City code where applicable.
- Description of vegetation to be retained and removed.
- Identify all protected areas, including but not limited to, conservation management areas, natural resource buffer yards and screening.
- Lighting, signage, landscaping and fencing details.

PLAN INFORMATION

Plans must be prepared by a Missouri licensed architect or engineer. All plans must be wet sealed and signed by the design professional with registration numbers. The architect or engineer of record is to be specified on the first sheet of the plans; this individual will be responsible for reviewing and coordinating all submitted documents prepared by others, per 2006 IBC 106.3.4.1.

Construction documents shall be dimensioned and drawn upon suitable material, such as blue-lined, or photo copied on substantial paper, a minimum of 18" x 24". The minimum scales on most plans is 1/8" =1'-0". Civic drawings can be plotted on to smaller scale, such as 1" = 30'. Construction documents shall be of sufficient detail and clarity to indicate the location, nature and extent of the work proposed and that it will conform to the provisions of the adopted codes and relevant laws, ordinances, rules and regulations as determined by the plan reviewer.

Projects requiring the grading of earth, as defined in Section 1803 of the 2006 IBC, will require the submittal of grading plans and issuance of a grading permit prior to the beginning of such operation. A grading permit shall be obtained from the Director of Public Works prior to installation and burial of underground utilities. Check with the Public Works Director for permission to establish a rough grade prior to the issuance of a grading permit. (816/741-7676)

Plans must state or declare any hazardous materials, which may be used or stored in the proposed building. A Material Safety Data Sheet shall be attached for any proposed chemicals. If asbestos or any types of "air emissions" are proposed they shall clearly be called out on plans.

BUILDING PLAN REQUIRMENTS

Building plans submitted for review shall consist of 2 (two) sets of complete building plans and one PDF file of all applicable drawings. 2 (two) copies of all support documents and calculations. All plans shall be stamped or sealed by a Missouri licensed design professional.

Plans shall show the following information:

1. Title Sheet
    a. Project name
    b. Project address if known
    c. Name and address of owner
    d. Assessor's parcel identification number
    e. Zoning classification
    f. Building code designed to
2. Building Data
    a. Occupancy (use group)
    b. Construction type
    c. Automatic sprinklers Yes No
    d. Mezzanine Yes No
    e. High rise Yes No
    f. Building height
    g. Building area allowable
    h. Building area proposed
    i. Occupant load
3. Exit requirements
    a. Exit requirements per Table 1004.1.1. 2006 IBC
    b. Required exit width per Table 1005.1. 2006 IBC
    c. Fire resistance rating per Table 601, 602. 2006 IBC
4. Reference symbols
5. Architectural drawings shall show the following:
    a. Floor plan, plan detail, section detail
    b. Roof plans, roof plan details, building section
    c. Exterior building elevations
    d. Wall section, section details
    e. Frame elevation, door/frame types, door schedule and details
6. Structural drawings
    a. General structural notes
    b. Foundation plan
    c. Foundation sections and details
    d. Framing section and details
    e. Roof framing plans
7. Mechanical
    a. Mechanical plans
    b. Mechanical details
8. Plumbing

   a. Plumbing plans
   b. Plumbing details
9. Electrical
   a. Electrical plans
   b. Electrical details

NEW BUILDINGS

ARCHITECTURAL PLANS

Provide architectural plans with the following information as it relates to the particular project.

- For any building constructed with any part of the structure below the regulatory flood plain elevation, flood-proofing certification must be provided at time of plan submittal with an approved flood plain development permit.

- Applicant shall provide a statement of special inspection prepared by the design professional when required by the 2006 IBC, Section 1704.

- If appropriate for the proposed occupancy, submit complete data on types and amounts of materials to be stored, processed, manufactured or used in the manufacture of products in the facility. State if such materials are corrosive, poisonous, under pressure, in liquid or gaseous state, radioactive or other relevant properties.

- A letter of certification of fire resistance must accompany all fabric awnings or canopies from the manufacturer. Fabric awnings and canopies must meet the ground snow loads and be constructed to support all live and dead loads as specified in the 2006 IBC.

- Provide on the plans the calculations for the means of egress widths for the entire floor occupancy load and the exiting capacity of all exits including all stairs, doors, corridors and ramped exits.

- Architectural floor plans of each floor showing the location and ratings of all walls proposed for the project.

- Provide wall legend showing each type of rated and non-fire rated walls and reproduce all applicable UL/FM details for the walls on the drawings.

- The total square footage of each floor shown on the corresponding floor plans.

- As applicable to the project, provide all UL floor and ceiling and ceiling and roof fire-rated design assemblies.

- The names and use of each room.

- Door schedule that defines all doors, rated doors, frames, and hardware.

- Show elevation with dimensions, defining overall building height, floor-to-floor heights, or heights to ridge and eave as applicable to the type of building construction proposed.

- A roof plan showing roof slopes, drainage system and through wall scuppers, if applicable to the project.
- For assembly occupancy only, provides 2 (two) drawings showing the seating layout for determination of occupancy posting.

- Wall sections showing material sizes, construction and fire-rated assemblies as applicable to the project.

- If plans are for a "shell building", show all proposed plumbing, HVAC and electrical rough-in work (if any is to be included) on the plans. Tenant demising walls must not be constructed under "shell only" permit and must not be shown on the shell drawings.

- If masonry construction is proposed, include the following:
    a. All masonry construction shall comply with Chapter 21 of the 2006 International Building Code.
    b. Type of brick ties and spacing of weep holes.
    c. Control joints.
    d. Placement of wall flashing.
    e. For pre-engineered metal buildings, submit manufacturer's letter of engineering, Missouri engineered sealed foundation plan and complete architectural plans. The letter of engineering certification shall state the model number, size and design loads for the building. A Missouri registered architect or engineer must design the foundation and show the size and reinforcement of footings or turn down slabs and reaction loads for all columns. Also specify reinforcing, bolt pattern and bolt size for the building.

FIRE PROTECTION PLANS

Provide fire protection plans with the following information as it relates to the particular project.

All fire protection plans must be approved by the South Platte Fire Protection District and comply with the 2006 IFC and NFPA standards and requirements. Contact the South Platte Fire Protection District at 816/741-2900.

- A site plan must be provided with fire department connections and all hydrants shown.
- A sprinkler design data sheet completed and included on the first plan of the sprinkler drawings.
- Floor plans for each floor showing sprinkler piping layout, pipe sizes, pipe hanger detail, piping materials, doors, walls and roof identities.
- Ceiling plans showing sprinkler head/s layout, walls, soffits, openings, doors, dimensions and room identities.
- Verify system design by providing hydraulic calculations along with the following information:
    1. Recent water flow test
    2. 10 PSI safety margin
    3. Fire pump summary

- All fire-rated walls shown on each applicable floor plan along with a corresponding wall legend.
- Show all applicable UL/FM penetrating procedure details used to maintain the integrity of the rated assemblies for each type of penetration.

STRUCTURAL PLANS

Provide structural plans with the following information as it relates to the particular project.

- Provide complete footing and foundation plans.
- A footing schedule defining footing sizes and required reinforcing.
- Show the established footing depth below grade.
- The thickness of the floor slab and size of reinforcing must be shown.
- Provide location, size and amount of reinforcing steel.
- Floor slab vapor barrier if applicable.
- Show foundation corner reinforcing bars and minimum overlapping (as applicable to project structure).
- Provide strength of concrete according to design.
- Wood beams, joists, girders, headers, rafters and/or truss design and layouts (with reactions shown) and details of connections.
- The sizes, species, and design strength of all members.
- All steel columns, girders, joists, purlins, beams and base plates.
- A complete lintel schedule must be provided if lintels are used.
- Type of anchoring for steel bearing directly on masonry.
- Complete shop drawings for pre-cast concrete and masonry units.
- The total of dead and live loads for floor areas, roofs, balconies, porches, breezeways, corridors, stairs, mezzanines and platforms.
- Shear walls, bracing strapping, fastening, reinforcement and any special anchoring required.
- Indicate on roof framing plan where concentrated loads (such as mechanical equipment) may be placed.

- Complete structural plans for canopies over entrances, and exterior exit stairs.

MECHANICAL PLANS

Provide mechanical plans with the following information as it relates to the particular project.

- Mechanical floor plans for each floor.
- The size of all duct runs clearly labeled and delineated on the drawings.
- Controls for fan shut down indicated on plans.
- The location and installation details of all fire dampers, smoke dampers and fire doors.
- Show all fire-rated walls on each applicable floor plan with a corresponding wall legend.
- All applicable UL/FM penetrating procedures used to maintain the integrity of the rated assemblies must be detailed for each type of penetration.
- Refrigerant system requirements.
- Commercial kitchen equipment drawings shall be sealed by a design professional.

PLUMBING PLANS

Provide plumbing plans with the following information as it relates to the particular project.

- Indicate all supply and waste piping for each floor, with riser drawings.
- Indicate roof drainage plan including secondary drainage system on the roofing as well as calculations for leaders, with riser drawings.
- A fixture and equipment schedule as well as supply and waste/vent riser diagrams provided for all units on all floor levels.
- Show the number of water closets for each sex with locations indicated on each floor plan.
- Grease interceptors (as applicable to project) shall be provided and sized by flow rate per minute, IPC Table 1003.3.4.1.
- Show all fire rated walls on each applicable floor plan with corresponding wall legend.

- All applicable UL/FM penetrating procedures used to maintain integrity of rated assemblies shall be detailed for each type of penetration.

- Detail types and location of backflow devices.

ELECTRICAL PLANS

Provide electrical plans with the following information as it relates to the project.

- Power plans for each area. Indicate all device and equipment locations/direct hook-ups. Show and size all equipment disconnects.

- Lighting plans (on reflective ceiling plans) for each area. Indicate control location, fixture and lamp types, number of lamps and ballasts, and voltage of operations.

- Locations of all services, service disconnects, panels, transformers and distribution equipment.
- All panel schedules. Include branch wiring and over current (O.C.) device size(s).

- Both 'connected' and 'code' load calculations for all panels, busses, feeders, generators, and services, per 2005 NEC 220, 700, 701, 702.

- A single line-riser diagram (2005 NEC 215-5), showing service and feeder wire, equipment grounds, conduit, and O.C. device sizes, fuse types, maximum available fault current, and equipment and device bracing. Include transformer sizes, grounding electrode conductors, grounding bonding jumper sizes and identify grounding electrodes to be used.

- Location of all services [2005NEC 230-2 (with plaques if required)] per 2005 NEC 230-70a.

- Wiring methods to be used including conductor material and insulation types, and conduit types.

- All life safety requirements, such as fire alarm systems and special power requirements with locations of exit signs and emergency egress illumination. Single line-riser diagram showing panel(s) and devices for fire alarm systems.

- If applicable, a note on plans indicating that no hazardous materials are stored or used on premises and that no area is deemed a hazardous area per NEC definitions.

- It is suggested that plan details required as to 2005 NEC Chapter 5 (special occupancies), Chapter 6 (special equipment), or Chapter 7 (special conditions), should be discussed with the Building Safety Division in advance of plan submittal.

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SECTION TWO

COMMERCIAL TENANT FINISH

The following check list is to be used for all commercial alterations and renovations as applicable to your project. Plans must be complete relative to the requirements listed below when submitted for permit review. Incomplete plans will be returned without review. Major revisions, which require a re-review after permit issuance, may cause the permit to be voided and require a new submittal as well as additional fees. The requirements listed below are divided into general requirements; Plans, Architectural, Fire Protection, Plumbing, Mechanical and Electric.

PLANS

- Plan submittals must include 2 (two) copies of all project drawings drawn to scale with sufficient detail to indicate the nature and character of work to be done.
- One PDF copy of all applicable drawings.
- An original City of Parkville permit application must be completed in its entirety including a tenant suite number for each project submitted for permit review.
- All plans and specifications must contain information (in the form of notes or otherwise) on the technical properties of the building materials to be used where such properties are essential to show compliance with technical building codes. Code reference used shall be specific.
- Each discipline plan set shall include a legend defining all symbols used.
- Minimum plan text height shall be 3/32” actual size.

- Clearly delineate all new and existing work.

- All plans dated and signed by the designer; professional seal, signature and date, when applicable to the project, must appear on each sheet of the drawings.

- If the work involves only a portion of the building, provide a key plan showing the entire building with the area of new construction highlighted.

- All fire rated walls (both existing and new) shown on all plans (architectural, fire protection, plumbing, HVAC and electric). Plans submitted without fire-rated walls shown on plans will be rejected. Provide a wall legend of each type of rated wall system to be used on all plans.

- The permit application must indicate construction valuation (cost of materials, supplies and labor only, no lot cost or profit included).

- Incomplete plans will be returned without review. Major revisions, which require a re-review after permit issuance, may cause the permit to be voided, require a new submittal and be subject to additional fees.

ARCHITECTURAL PLANS

Provide architectural plans with the following information as it relates to the particular project.

- Architectural floor plans for each floor of proposed construction showing existing construction and new construction with sufficient detail to indicate the nature and character of work to be done. Highlight all new construction.

- The name and use of each room.

- Sufficient dimensions to calculate areas and size of each room.

- A door schedule that defines the applicable rated and non-rated doors, hardware and frames.

- If the building has more than one tenant, indicate the occupancy and hourly rating separating tenants and provide the applicable UL/FM design.

- Assembly for tenant demising wall.

- Provide a typical wall section of all rated wall types to be used in construction of tenant finish.

- Show all fire-rated walls (both existing and new) on each applicable floor plan. (Example: for multi-storied buildings, the existing stairwells, elevator shafts, chases, exit access corridors and other rated elements must show existing fire ratings.)

- All applicable UL/FM penetrating procedures used to maintain the integrity of the rated assemblies must be detailed for each type of penetration.

- As applicable to the project, provided all UL floor and ceiling and ceiling and roof fire-rated design assemblies.

FIRE PROTECTION PLANS

Provide fire protection plans with the following information as it relates to the particular project.

- Floor plans indicating sprinkler-piping layout, pipe sizes, pipe hanger details, piping materials, doors, walls and room identities.
- Ceiling plans must show sprinkler head layout, walls, soffits, openings, doors, dimensions and room identities.
- A sprinkler design data sheet completed and provided on the first plan of the sprinkler drawings.
- Verify systems design by providing hydraulic calculations or APE schedule, recent water flow test and fire pump summary.

- All fire-rated walls (both existing and new) shown on each applicable floor plan.

PLUMBING PLANS

Provide plumbing plans with the following information as it relates to the particular project.

- Supply and waste piping plans for each floor.

- A fixture and equipment schedule, as well as supply and waste/vent riser diagrams, for all units on all floor levels.

- The number of water closets for each sex with locations indicated.

- Grease traps (as applicable to project) provided and shown.

- All fire-rated walls (both existing and new) shown on all floor plans with a corresponding wall legend.

- Show all applicable UL/FM penetrating procedures.

MECHANICAL PLANS

Provide mechanical plans with the following information as it relates to the particular project.

- Mechanical floor plans for each floor.
- The size of all duct runs clearly labeled and delineated.
- The location and installation details of all fire dampers, smoke dampers and fire doors.
- Controls for fan shut downs.
- All fire-rated walls (both existing and new) shown on each applicable floor plan with a corresponding wall legend.
- All applicable UL/FM penetration procedures used to maintain integrity of the rated assembles must be detailed for each type of penetration.
- A design professional shall seal commercial kitchen equipment drawings.

ELECTRICAL PLANS

Provide electrical plans with the following information as it relates to the particular project.

- Power plans for each tenant finish. Indicate all device and equipment locations, show and size all equipment disconnects.
- Lighting plans (on reflective ceiling plans) for each tenant finish area. Indicate control locations, fixture and lamp types, number of plans and ballasts, and voltage of operation.
- Locations of all services, service disconnects, panels, transformers and distribution equipment (new and existing) within space and/or where affected by this project. (2005 NEC 110.26, 240.21 and 384.4).
- All panel schedules (new and existing) within space and/or where affected by this project. Include branch wiring and over current device size(s).

- Both new and existing load calculations for all panels, busses, feeders, generators, and services, (2005 NEC. 220, 700, 701, 702).

- A single line-riser diagram in accordance with 2005 NEC. 215.5, showing service and feeder wire, equipment grounds, conduit, and O.C. device sizes, fuse types, transformer sizes, grounding electrode conductors, grounding bonding jumper sizes. Identify grounding electrodes used.

- Location of all new and existing services per 2005 NEC 230.2 (with plaques if required). Show compliance with 2005 NEC 230-70A.

- Show all fire rated walls, ceiling and roof assemblies, or other fire-rated elements on each electrical floor plan with corresponding legend. Indicate all applicable UL/FM penetrating procedures used to maintain the integrity of rated assemblies.

- Show all life safety requirements, such as fire alarm systems and special power requirements with locations of exit signs and emergency egress illumination. Single line-riser diagram showing panel(s) and devices for fire alarm systems.

- If applicable, note on plans indicating that no hazardous materials are stored or used on premises and that no area is deemed a hazardous area per NEC definitions.

City of Parkville, Missouri
Community Development Department
8880 Clark Avenue
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(816) 741-9313
(816) 741-8652 FAX

SECTION THREE

COMMERCIAL ALTERATIONS AND RENOVATIONS

PLAN SUBMITTAL REQUIREMENTS

The following checklist is applicable for all new commercial alterations and renovations. Plans must be complete relative to the requirements listed below when submitted for permit review. Incomplete plans will be returned without a review. Major revisions, which require a re-review after permit issuance, may cause the permit to be void and require a new submittal as well as additional fees. The requirements listed below are divided into general requirements as follows; site, architectural, fire protection, plumbing, mechanical and electrical.

GENERAL REQUIREMENTS

PLANS

- Provide two (2) copies of all project drawings, drawn to scale with sufficient detail to indicate the nature and character of work to be done.
- One PDF copy of all applicable drawings.
- An original City of Parkville building permit application completed in its entirety, including a tenant suite number, if applicable, for each project submitted for review.
- All plans and specifications must contain information (in the form of notes or otherwise) on the technical properties of the building materials to be used where such properties are essential to show compliance with technical building codes. Code references used shall be specific.
- Each discipline plan set shall include a legend defining all symbols used.
- Minimum plan text height shall be 3/32" actual size.
- Clearly delineate all new and existing work.
- All plans must be dated and signed by the designer. Missouri professional seals, with signature and date when applicable to the project, must appear on each sheet of the drawings.
- If the work involves only a portion of a building, provide a key plan showing the entire building with the area of the new construction highlighted.
- All fire-rated walls (both existing and new) shown on all plans (architectural, fire protection, plumbing, HVAC and electrical). A wall legend of each type of rated wall system shall be provided.
- Show locations of concentrated loads and total loads.
- The permit application must indicate construction valuation (cost of materials, supplies and labor only, no lot cost or profit included).
- Incomplete plans will be returned without review. Major revisions, which require a re-review after permit issuance, may cause the permit to be voided, require a new submittal and be subject to additional fees.

ARCHITECTURAL PLANS

Provide architectural plans with the following information as it relates to the particular project.

- Architectural floor plans for each floor of proposed construction showing existing and new construction provided with sufficient detail to indicate the nature and character of work to be done. Highlight all new construction.

- The name and use of each room with dimensions to calculate areas and site of each room.

- A door schedule that defines the applicable rated and non-rated doors, frames, and hardware.

- If the building has more than one tenant, indicate occupancy and hourly rating separating tenants and provide the applicable UL/FM rating for the tenant-demising wall.

- All fire-rated walls (both existing and new) shown on each applicable floor plan. (Example: for multi-storied buildings, the existing stairwells, elevator shafts, chases, exit access corridors and other rated elements must show existing fire ratings.)

- All applicable UL/FM penetrating procedures used to maintain the integrity of the rated assemblies detailed for each type of penetration.

- As applicable to the project, please provide all UL floor and ceiling and roof fire-rated design assemblies.

FIRE PROTECTION PLANS

Provide fire protection plans with the following information as it relates to the particular project.

- Floor plans showing sprinkler-piping layout, pipe sizes, pipe hanger details, piping materials, doors, walls and room identities.

- Ceiling plans showing sprinkler heads layout, walls, soffits, openings, doors, dimensions and room identities.

- Sprinkler design data sheet completed and included on the first sheet of the sprinkler drawings.

- Verify the system design by providing hydraulic calculations or pipe schedule, a recent flow test and a fire pump summary.

PLUMBING PLANS

Provide plumbing plans with the following information as it relates to the particular project.

- Supply and waste piping plans for each floor.

- The number of water closets provided for each sex and locations indicated on each floor plan.

- A fixture and equipment schedule, as well as supply and waste/vent riser diagrams for all units on all floor levels.

- Grease interceptors (as applicable to project) provided and sized by flow rate per minute.

- Show all fire-rated walls (both existing and new) on all floor plans with wall legend.

- All applicable UL/FM penetrating procedures used to maintain the integrity of the rated assemblies detailed for each type of penetration.

MECHANICAL PLANS

Provide mechanical plans with the following information as it relates to the particular project.

- Mechanical floor plans for each floor.

- The size of all duct runs must be clearly labeled and delineated on the drawings.

- Controls for fan shutdown indicated.

- The location and installation details of all fire dampers, smoke dampers and fire doors.

- All fire rated walls (both existing and new) shown on each applicable floor plan with corresponding wall legend.

- All applicable UL/FM penetrating procedures used to maintain the integrity of the rated assemblies detailed for each type of penetration.

- A design professional shall seal commercial kitchen equipment drawings.

ELECTRICAL PLANS

Provide electrical plans with the following information as it relates to the particular project.

- Power plans for each area of alteration/renovation. Indicate all device and equipment locations/direct hook-ups. Show and size all equipment disconnects.

- Lighting plans (on reflected ceiling plans) for each area of alteration/renovation. Indicate control locations, fixture and lamp types, number of lamps and ballasts, and voltage of operation.

- Locations of all services, service disconnects, panels, transformers and distribution equipment (new and existing) within space and/or where affected by this project.

- All panel schedules (new and existing) within space and/or where affected by this project. Include branch wiring and O.C. device size(s).

- Both new and existing 'connected' and 'code' load calculations for all panels, busses, feeders, generators, and services, per 2005 NEC 220, 700, 701, 702.

- A single line-riser diagram in accordance with 2005 NEC 215-5, showing service and feeder wire, equipment grounds, conduit, and O.C. device sizes, fuse types, maximum available fault current, and equipment and device bracing. Include transformer sizes, grounding electrode conductors and grounding bonding jumper sizes and identify grounding electrodes used.

- Location of all new and existing services per 2005 NEC 230-2. Show compliance with NEC 230-70a distances.

- Wiring methods used including conductor material and insulation types, and conduit types.

- All fire-rated walls, ceiling-floor assemblies, ceiling-roof assemblies, or other fire-rated elements on each electrical floor plan with a legend. All UL/FM penetrating procedures used to maintain the integrity of the rated assemblies detailed for each type of penetration.

- All life safety requirements, such as fire alarm systems and special power requirements with locations of exit signs and emergency egress illumination. Single line-riser diagram showing panel(s) and devices for fire alarm systems.

- If applicable, a note on plans indicating that no hazardous materials are stored or used on premises and that no area is deemed a hazardous area per NEC definitions.

- It is suggested that plan details required by NEC Chapter 5 (Special Occupancies), Chapter 6 (Special Equipment), or Chapter 7 (Special Conditions), should be discussed with the Building Safety Division in advance of plan submittal.

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SECTION FOUR

RESIDENTIAL TO COMMERCIAL CONVERSION

BUILDING CODE INFORMATION ON RESIDENTIAL CONVERSIONS

Residential buildings are designed and constructed for residential uses. Commercial and industrial buildings are used by the general public and employees; therefore, the measures required for life safety protection are higher in these buildings. The building code addresses this by requiring code compliance for the new use. Although not required for all occupancies, it is recommended that a licensed architect or engineer prepare the plans.

Residential conversions are examined for compliance in the following areas:

1. **Access for the physically disabled**.
   Every building must have at least one entrance designed to provide barrier-free access for the physically disabled. The entrance must be intended for general use by the public or the occupant. The entrance must open to the outdoors at sidewalk level or to a ramp leading to a sidewalk. The ramp must have a maximum gradient of 1 to 12. Washroom facilities for each sex must be accessible to and useable by the physically disabled. Barrier free access to the lower floors or second floor may be necessary depending on occupant load. If barrier-free access is provided to the lower floor or upper floor, an extra measure of fire safety must also be provided for the disabled on these floors. Other requirements concern minimum door sizes, door swing, height of thresholds, level areas for ramps, guardrails and handrails for ramps, size and location of grab bars in water closets, etc.

2. **Structural sufficiency as a commercial establishment**.
   Floor assemblies and supports (including foundation) must comply with the minimum uniformly distributed live loads and minimum concentrated live loads as set forth in Table 1607.1 of the 2006 International Building Code. If the existing structure cannot meet the requirements without modifications, you will be required to submit two (2) copies of a detailed engineered plan showing any necessary modifications at the time of your building permit application.

3. **Fire rated floor assemblies.**
   All floor assemblies must be constructed as a fire separation. Load bearing elements such as walls, posts, beams, etc, must have a fire resistance rating equal to the supported

assembly, or be of the type of heavy timber construction as required in the 2006 International Building Code (IBC).

4. **Tenant fire separation**.
   Tenant fire separations shall conform to Table 508.3.3 and 508.2 of the 2006 IBC.

5. **Sufficient number of complying exits.**
   Means of egress shall comply with Chapter 10 of the 2006 International Building Code. Normally each floor of the building, including the basement, requires service by two exits that lead to the outdoors and are remote from one another. Two exits are required in case one is blocked by fire. Exit doors must swing on their vertical axis in the direction of exit travel (overhead doors and sliding doors do not meet this requirement and therefore cannot be used as exit doors). The doors must be a minimum of 32 inches in width and 6'8" in height. These exit doors must be equipped with hardware that can be readily opened from the inside without requiring keys, special devices or specialized knowledge of the door opening mechanism.

   Note: One exit may be permitted in a building not exceeding two (2) stories in height provided:
   1. The occupant load served by the exit does not exceed 50 persons.
   2. Travel distance does not exceed 75 feet.
   3. The building is limited to a single tenant on each floor.

6. **Complying stairways, stair risers, treads, landings, handrails and guardrails.**
   Upgrade or replacement of the stairs, landings, handrails and guardrails may be necessary to meet the requirements of the building code. Stairs have requirements for rise, run, width and headroom. Landings have requirements concerning location, size and headroom. Handrails and guardrails must comply with the standards governing number, required height, design, clearance and projection. In cases where a basement is only used for storage or building services such as heating systems and staff or the public do not normally occupy the area, the existing basement stairs may be acceptable provided they are safe, structurally adequate, equipped with guardrails on open sides and a handrail is provided to assist persons ascending or descending the stairs.

7. **Special separations to property lines and/or other buildings on the same property**.
   Exterior walls shall be fire resistance rated in accordance with Tables 601 and 602 of the 2006 IBC. The fire resistance rating of exterior walls with a fire separation distance of greater that 5' (five) feet shall be rated for exposure to fire from inside. The fire resistance rating of exterior walls with a fire separation distance of 5' (five) feet or less shall be rated for exposure to fire from both sides.

8. **Fire alarm detection system**.
   A fire alarm system may be required depending on the size, use, and occupant load of the converted building. If any of the following statements are applicable to the new use of the building, then a fire alarm system must be installed in accordance with the 2006 International Building Code and the 2006 International Fire Code.

   - The building contains more than three (3) stories, including stories below grade. A three (3)-story building and a basement constitutes four (4) stories.
   - The building has an occupant load of more than 300 persons.

- The building has an occupant load of more than 100 persons above or below the lowest level of exit discharge.
- The building has an occupant load of 50 or is occupied as a school, college, daycare, church or other similar use.

  The analysis to determine fire alarm and detection system requirements for a particular building is too lengthy to be included in these guidelines.

9. **Emergency lighting**.
   The means of egress, including the exit discharge, shall be illuminated at all times that the building space served by means of egress is occupied.

10. **Exit signs**.
    Exits and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel. Access to exits shall be marked by readily visible exit signs in cases where the exit or the path of egress travel is not immediately visible to the occupants. Placement shall be such that no point in an exit access corridor is more that 100 feet from the nearest visible exit sign.

11. **Existing electrical, plumbing and HVAC systems compliance**.
    Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, shall comply with the 2006 International Building Code. The analysis to determine electrical, plumbing or HVAC requirements for a particular building is too lengthy to be included in these guidelines. Consult your design professional for further information.

GENERAL INFORMATION

Frequently asked questions:

Q. Can a residential building such as a single-family house be converted for commercial purpose?

A. Sometimes, provided the existing zoning classification allows the proposed use. In addition, renovations may have to be made to the building in order to comply with the adopted building codes and city ordinances for commercial occupancies.

Q. If rezoning is needed what is the process?

A. An application for zoning map revision (rezoning) before the Parkville Planning and Zoning Commission must be submitted to the Department of Community Development with the following items:

- Nonrefundable application fee shall be paid in accordance with the City's adopted Fee Schedule. Applicant will also be billed for publication and reproduction expenses including legal notice publication and certified notice to adjacent property owners within 185 feet.
- Certified list of the names and addresses of all property owners within 185 feet of the property to be rezoned.
- Complete legal description of property to be rezoned.
- Site plan sketch showing existing buildings and adjacent public roadways (ledger size).
- If proposed rezoning is for a "planned" district (i.e. B-4, OTD), a complete site plan with surveyed property boundaries, existing and proposed buildings and uses, existing and proposed topography, existing and proposed utilities, landscaping, signage, parking and any other features must accompany the application [one (1) 24"x 36" copy and fifteen (15) 11"x17" size copies].
- Authorized signature of the owner of the property to be rezoned.

Q. Are there any other costs?

A. Renovations to the building and site to bring it up to code may involve substantial architectural, engineering, and construction expenditures. All these costs should be examined before proceeding further.

Q. What type of construction permits may be required?

A. Depending on the scope of the work the conversion may require building, plumbing, mechanical, and electrical permits.

Q. What site development upgrades may be required?

A. The site upgrade required by the City ordinances may include:

a) Asphalt or concrete surfacing for parking and loading areas;
b) Fencing or buffer zone requirements;

c) Landscaping.

Q. *What if I can't comply with the zoning regulations?*

A. If you have topographic constraints or some other hardship, you may be able to apply for a variance to the Board of Zoning Adjustment. Contact the Community Development Department for application information.

Q. *What if the building is located on land that is already zoned commercial*?

A. The conversion may not require a rezoning. However, all site development upgrade regulations still apply, and applicable permits must be obtained.

Q. Who can determine if it is feasible to convert a building for commercial purpose?

A. City plan examiners and inspectors are not permitted to assist in planning or laying out your work or to act in the capacity of consultants. Applicants are advised to retain the services of an architect, engineer, or other qualified professional. This should be done in order to determine the suitability of a building with respect to code requirements and to draw up plans to show how these requirements will be met.

Note: The services of a professional architect and/or engineer are required in the case of assembly occupancy conversions such as restaurants, private clubs, schools, churches, etc.

Q. Is there any way that compliance with building code can be waived?

A. The Division of Building Safety of the Community Development Department does not have the authority to waive any requirements but can accept equivalencies that meet the intent of the building code. If you feel you can satisfy a building code requirement by using an equivalent material or construction method, contact the plan examiner or building inspector. In some cases, it may be appropriate to appear before the Board of Housing and Building Code Appeals. Further information may be obtained in the Community Development Department (816) 741-7676.

Q. What if I want to live in the house with a commercial use?

A. Home occupations may be allowed. Generally, approved home occupations are those that do not alter the nature of the residential neighborhood. Retail and service commercial uses are not allowed in residential districts. In commercial or mixed-use districts certain provisions for separation of the uses will apply. Please consult your design professional and the Community Development Department.

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SECTION FIVE

COMMERCIAL INSPECTION REQUIREMENTS

The following is a listing of minimum inspection requirements for commercial construction projects. The list is intended to itemize the more common inspections but may not include every required inspection on any given project. Always check with your city inspectors for specific details. A commercial construction project is defined as the construction of any building other than a one-or two-family dwelling. Please contact South Platte Fire Protection District for district inspection requirements at 816/741-2900.

BUILDING PERMIT CARD

A City of Parkville Permit Card is provided when a building permit is issued. This card is extremely important. It must be posted in a weatherproof enclosure at the front of the property where visible from the street, and must remain in place until the project is completed.

A copy of the approved plans for the building project must also be available in a weatherproof enclosure for use by the inspection staff each time an inspection is conducted. As each inspection is made, the inspector will make a “pass” or ”fail” notation on the card. If a portion of the project “fails” an inspection, the inspector will leave a “rejection notice” detailing what code sections were violated. In some cases you must correct the work and contact the office to schedule a new inspection. Sometimes you will be told to make some minor corrections. You may not proceed with any work until the “approved column” has been signed for each required inspection. In some cases you will be required to stop the work until you have discussed the issues with the inspector.

Inspections are made by appointment with at least 24 hours advance notice. Certain inspections have priority (i.e.: electrical service changes, concrete pours, etc.) but inspection times are generally first come, first served. We try to complete all scheduled inspections the following day. All inspections required for the type of permit that you have applied for must be completed.

Most permits are closed with a Certificate of Occupancy following a “final” inspection. New buildings, additions, changes of use and occupancy require Certificates of Occupancy. It is illegal to occupy a building or space without a Certificate of Occupancy and it is illegal to use any improvement without all required inspections.

COMMERCIAL BUILDING INSPECTIONS

Foundations, Grade Beams, Pile Caps, Foundation Pads

- No inspections shall occur until all erosion controls are in place per approved plot plan.
- All trenches or excavations and formwork shall be in accordance with the size(s) and configuration(s) shown on the approved plans.
- Area within excavation or forms must be properly compacted.
- All steel reinforcement must be in place, and properly sized, supported, spaced, overlapped, and tied as required.
- Foundation survey shall be provided or property markers shall be exposed and strung up to verify setback requirements.
- All concealed electrical, plumbing, gas or mechanical components must be completed, tested and approved before covering.

Slab Inspection

- All excavations and/or forms must be erected in accordance with the size and configuration shown on the approved plans.
- Area within excavation of formwork must be properly compacted.
- Vapor barrier, steel reinforcement and expansion joint materials must be properly in place.
- All concealed electrical, plumbing; gas and mechanical components must be completed, tested and approved before covering.

Column/Tie Beam Inspection

- Masonry walls must be complete and steel reinforcement in place, properly overlapped, supported and tied.
- All tie beams and columns must be installed and/or formwork erected in accordance with the size(s) and configuration(s) shown on approved plans.
- All formwork must be properly braced, supported and tightly constructed.
- All cleanouts must be provided and the vertical cells clean of all debris.
- All concealed electrical, plumbing, gas or mechanical components must be completed, tested and approved before covering.
- Provide certificate of elevation in flood zones.

Framing Inspection

- All wall and roof sheathing must be installed in accordance with the fastening schedule on the approved plans and shall be inspected prior to dry-in.
- All framing, bracing, fireblocking, draftstopping and anchoring devices must be in place and installed in accordance with the type, size(s) and configuration(s) on the approved plans.
- Walls, partitions, floors, floor-ceiling and roof-ceiling assemblies must be installed in accordance with the approved plans.
- Rooms, spaces, corridors, accessibility areas and doorways shall be sized and configured in accordance with the approved plans.
- The building must be weather-tight and the roof dried-in, windows and doors installed and completed.
- Fireplace and chimney must be installed and provided with the proper clearances as per manufacturer specifications.
- Every sleeping room in dwellings and dwelling units must have emergency egress openings (windows), which shall be sized and installed per code.

- Provide attic and crawl space ventilation.
- All concealed electrical, plumbing, gas and mechanical components must be completed, tested and approved before covering.
- All safety glazing in hazardous locations must be in place and properly identified.
- Provide certificate of elevation in flood zones.

Final Inspection

- The building or structure must be substantially complete and ready for occupancy, or the work for which the permit is required must be complete.
- All life and fire safety systems and accessories must be in place and functional.
- All required fire stopping and draft stopping must be installed, i.e. penetrations, vertical/horizontal assemblies, smoke walls, firedoor assemblies, etc.
- All stairs, handrails and guardrails complete.
- Attic and crawl space access and ventilation must be completed.
- Attic insulation completed.
- All ramps, facilities and accessories to accommodate the handicapped must be in place.
- Post-street numbers.
- Parking lot and/or street improvements.
- A certificate of approval from South Platte Fire Protection District displayed.

SPECIALTY BUILDING INSPECTIONS

Steel Framing Inspection

- All structural steel framing, bracing, firestopping, draftstopping, sheathing materials and anchoring devices must be in place and installed in accordance with the type, size(s) and configurations(s) on the approved plans.
- All riveting, bolting, bracing, welding and uplift components must be completed.
- Fireproofing materials must be in place and installed in accordance with approved plans and/or recognized assembly requirements.
- An engineer must certify all bolting and job-site welding.

COMMERCIAL ELECTRICAL INSPECTIONS

Under-Slab Inspection

- All conduits, raceways, grounding, and other components must be installed in open excavations.
- All openings in conduits shall be sealed.
- Inspected prior to any backfill being put into place.

Rough-in Inspection

- All conduits, raceway boxes and other components must be in place and secured to studs and ceiling joists.

- All panel boxes must be in place with wiring connected to terminals.
- Wiring must be installed in conduits, raceways and panels.
- All wiring joists shall be completed.
- Electrical rough-in must be approved prior to concealment.

Electrical Service Inspection

- Conduit for overhead/underground service must be properly attached. Weatherhead must have raincaps with conductors having proper drip loop.
- Meter can must have a lightning arrestor, and the service must be properly grounded.
- Thru-roof risers must have a weatherproof boot installed.

Temporary Power

- Submit written request for release of temporary power.
- Building must be relatively weathertight.
- Electrical panels and rooms must be secure.
- All fees must be paid.

Final Inspection

- All switches, receptacles, fixtures and devices must be installed and operational or openings properly closed.
- All panels must be covered, have breakers installed and have all circuits labeled.

Swimming Pool/Spa Inspection

- All metal components, deck steel, pool reinforcing and pool enclosure must be bonded together.
- One (or more) GFI receptacle must be installed in the proper location.
- Junction box/pool light, installed, must be completed and visible for inspection of bonding to pool lights.
- Pool electrical inspection must be approved prior to concealment.

COMMERCIAL MECHANICAL INSPECTIONS

Rough-in Inspection

- Air handler(s) installed.
- Secondary drain pan and drain lines.
- Access to unit.
- Refrigerant piping.
- All ductwork including firedampers and access doors.
- Refrigerant rupture line installed.
- Gas vents installed.
- Combustion air ducts installed.
- Mechanical closets for attic-mounted equipment framed in.
- Boiler installed.

Final Inspection

- Grilles installed.
- All equipment installed.
- All pressurization and smoke removal systems operational.
- Fire and smoke sensors operational.
- Fire and smoke dampers complete and operational.
- Duct chases complete.
- Gas vents connected to appliances.
- Electrical disconnects installed.

COMMERCIAL PLUMBING INSPECTIONS

Under Slab Inspection

- All underground water and sewer lines must be installed, and the excavation left uncovered. Thru-slab stub outs must be in place and correctly sleeved. All piping tested, inspected and approved before covering.

Rough-in Inspection

- All piping must be properly supported, and all water and sewer lines must have the proper test, and approved before covering.

Tub Set Inspection

- All tub and showers must be in place and all drains must be connected. The fixtures must be filled to overflow for test and approved before covering.
- All water piping and diverter valves shall be tested, inspected and approved before covering.
- All vents must be installed and must exit properly through the roof.

Final Inspection

- All fixtures must be installed, connected to the water and sewer systems and in proper working order.
- All hosebibs must have a non-removable vacuum breaker.
- All inspections have passed up to final stage including the site utilities and irrigation.

Sewer Inspection

- To request a sewer inspection, please call the Sewer Department at 816/ 891-0003 or 816/215-5690.
- All piping must be in place and properly supported. Excavations are to be left uncovered until the inspection is made and approved.
- All sewer lines outside the foundation shall have a minimum burial depth of 42”(inches).

- All cleanouts must be properly installed, and the line must be closed off and filled with water to check for leaks.
- Pipe shall be minimum wall thickness of SDR 35 per APWA 2503.2d.
- Pipe shall be minimum wall thickness of SDR 26 if greater than 15 (fifteen) feet in depth of cover per APWA 2503.6d.

Commercial Site Utilities, Distribution and Collection Systems

- Obtain the permit and materials for the job site. Call the first inspection before the installation to check for proper materials and to discuss inspection procedures with the applicable service provider.
- Periodic inspections during installation.
- Final testing on sanitary, storm and water distribution.

NATURAL GAS INSPECTIONS

Rough In Inspections

The pressure test on new installations is twenty (20) lbs. on a thirty- (30) pound gauge.

Final Inspection

Any changes or additions made in piping after original pressure test must be re-inspected and tested.

DEMOLITION PERMIT AND INSPECTIONS

DEMOLITION PERMIT

The following information must be provided to the City of Parkville Building Official before any work is started on the demolition project.

- Completed building permit.
- Owner of property must sign building permit and show proof of ownership
- Demolition contractor must have current City occupational license.
- All demolition permit fees must be paid before work is started. The fees are based on the valuation of the demolition work.

Documentation needed for approval before work begins:

1. Utility shut-off letters from KCPL, MGE, and Missouri American Water Company.
2. Sewer capping approval from Public Works Department (PWD).
3. Asbestos abatement letter if applicable.
4. Southern Platte Fire Protection District permit.

Dumpster

If a dumpster is to be used and is placed in the right-of-way, permission must be obtained from the Public Works Department.

INSPECTIONS

- Fire Marshall and Building Official must perform pre-demolition inspection.
- A copy of all dump tickets from a licensed landfill must be available.
- Open holes, if any, can only be filled with non-organic materials.
- A final inspection will be performed after all debris is removed.

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SECTION SIX

SEDIMENT AND EROSION CONTROL PRACTICES

1. Site Evaluation and Design Development

Collect site information, develop a site plan, and prepare a site map. Submit a topographic site plan with at least 5' (five foot) contour lines. Existing conditions should be indicated by dashed lines and proposed grade contours should be indicated with bold contour lines. Soils present at the site must be determined to evaluate the proper coefficient for runoff. This information should be site specific and not regional in character.

2. Assessment

After the characteristics of the site have been evaluated including the site area, measure drainage areas and calculate runoff coefficient. Prepare drainage calculations summary chart. Identify the area where silt-laden runoff could leave the site.

3. Siltation, Erosion and Storm Water Control/Plan Design

The final controls should be indicated on the plan with representative symbols identified in a legend and should consist of at least the following minimum controls:

- Select proper approved controls
- Select/design storm water management controls
- Indicate the controls on a site plan
- Coordinate controls with construction activity
- Prepare sequence of major activities
- Incorporate state and local requirements
- Construction phasing or sequencing
- Silt fence
- Silt ponds and check dams

- Temporary seeding or soil retaining systems (mulch netting and matting)
- Storm drain inlet protection (geo-textile bags)
- Storm water detention facilities and swales
- Stabilized construction entrances
- Use of velocity reducing materials (i.e. rip rap)
- Final stabilization methods

4. Maintenance

All soil and storm water runoff control facilities and measures shall be maintained in accordance with Parkville City policies and ordinances.

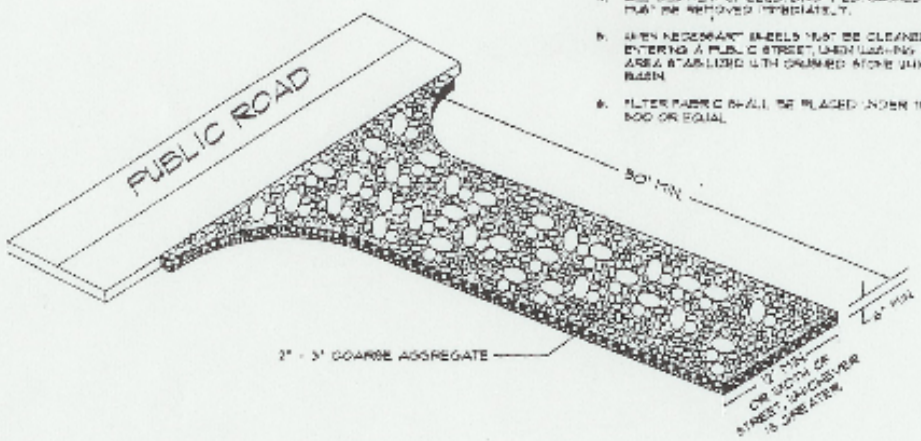
All building sites should be inspected frequently but **not less than weekly and after every rainfall.** Any damaged areas of protection should be repaired immediately.

Any sediment tracked onto the street should be scraped and deposited in a stable area as soon as possible. DO NOT flush sediment from street with water.

Avoid filling in existing drainage channels and roadside ditches that are not part of an approved plan and that may result in downstream or adjacent property or roadway damages.

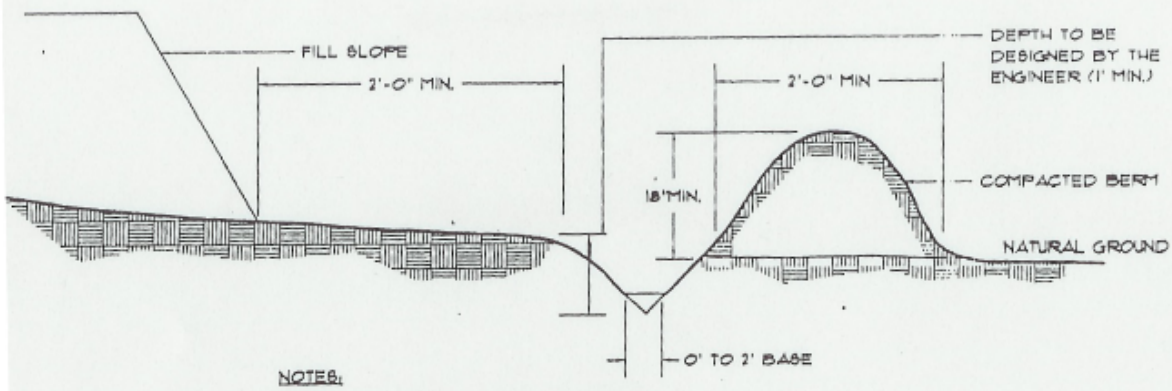
GENERAL NOTES:

1. A STABILIZED PAD OF CRUSHED STONE SHALL BE LOCATED WHERE TRAFFIC WILL BE ENTERING OR LEAVING A CONSTRUCTION SITE TO OR FROM A PUBLIC STREET.
2. STONE TO BE 2" - 3" NON-WASHED STONE.
3. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC STREETS OR EXISTING PAVEMENT. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND AND REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.
4. ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC STREETS MUST BE REMOVED IMMEDIATELY.
5. WHEN NECESSARY, WHEELS MUST BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTERING A PUBLIC STREET. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT BASIN.
6. FILTER FABRIC SHALL BE PLACED UNDER THE ENTRANCE EXIT AND SHALL BE TRIAN MOD OR EQUAL.



4 STABILIZED CONSTRUCTION ENTRANCE 11-D-01

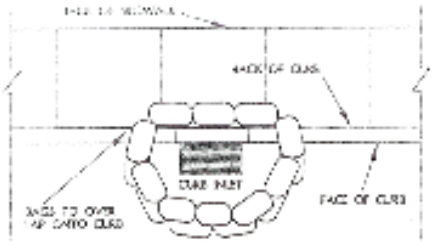
C-66 PERSPECTIVE NOT TO SCALE



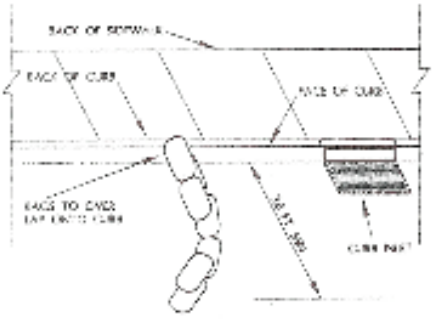
NOTES:

1. BRING LINES UP 6" FROM BASE DITCH
2. SIDE SLOPES SHALL BE 2:1

TEMPORARY DIVERSION DITCH



PROTECTING A SLAM-POSITION INLET



PROTECTING A DOWN-A-DRIL INLET

GENERAL NOTES:

1. FILL GEOTEXTILE BAGS APPROXIMATELY HALF FULL WITH 2 TO 3 INCH STONE OR GRAVEL.

2. LAY TIGHTLY IN A ROW (SAVING SPACE) FROM THE CURB AND AWAY FROM THE INLET.

3. OVERLAP EACH END OF THE CURB AND EXTEND A MINIMUM OF 3 FEET INTO THE STREET.

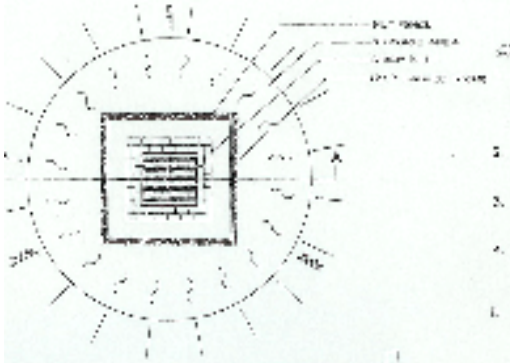
4. IF USING MORE THAN ONE LAYER OF BAGS, OFFSET THE BAGS WITH THE ROW BENEATH AND LEAVE A GAP (BAY) IN THE MIDDLE TO SERVE AS A SPILLWAY.

5. INSTALL DOWN SLOPE OF THE CURB TO DIVERT WATER FROM WASHING DOWN THE STREET.

6. PLACE BAGS IN AND AROUND CURB INLETS THAT ARE IN A SLAM POSITION.

7. INSPECT AND MAINTAIN AS NEEDED, AND REMOVE AND ACCUMULATED SEDIMENTS AFTER EVERY STORM.

INLET PROTECTION



STOP SIGN LOCATION

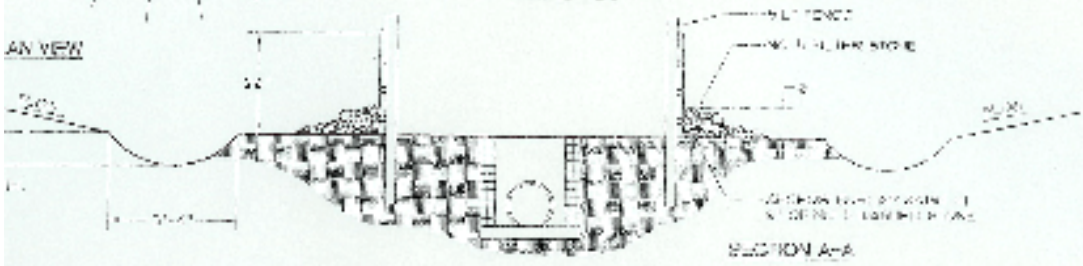
1. THE STRUCTURE SHALL BE REMOVED AND THE AREA RESTORED TO ITS ORIGINAL CONDITION WHEN THE SEDIMENT HAS BEEN STABILIZED TO A THE DESIGN DEPTH OF THE TRACT. SEDIMENT SHALL BE DISPOSED TO A STABLE AREA IN SUCH A MANNER THAT IT WILL NOT ERODE.

2. THE STRUCTURE SHALL BE INSPECTED AFTER EACH RAIN AND REPAIRS MADE AS NEEDED.

3. CONSTRUCT ON OPPOSITE CONTOURS SHALL BE DAYLIGHTED OUT IN SUCH A MANNER THAT ERODE ON ANY WATER WILL DIVERT BACK TO THE STRUCTURE.

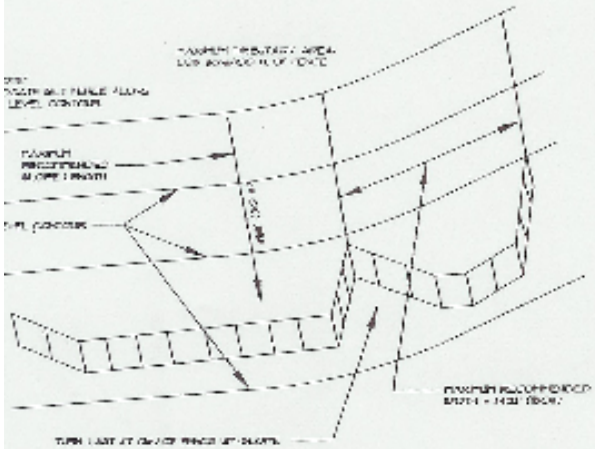
4. THE SEDIMENT TRAP SHALL BE INSPECTED AFTER EACH RAINFALL AND THE REMAINING DRAINAGE AREA MUST BE STABILIZED.

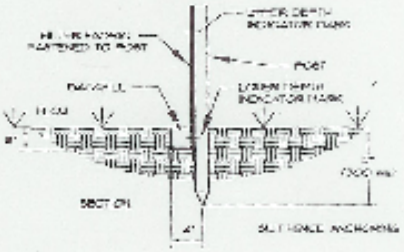
5. SILT FENCE SHALL BE INSTALLED ACCORDING TO THE SILT FENCE STANDARDS.

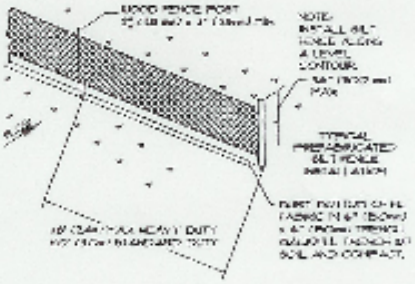


PROTECTED DRAINAGE INLET

IL-01







CONSTRUCTION NOTES

1. INSTALL PARALLEL TO THE CONTOUR OF THE LAND.
2. EXTEND ENCIRCLING [illegible] TO ALLOW WATER TO POND BEHIND FENCE.
3. EXCAVATE A TRENCH [illegible] 4 INCHES DEEP.
4. [illegible] TRENCH, PATTERNING THE BOTTOM 4 INCHES TOWARD THE UPHILL SIDE.
5. INSTALL FENCE WITH STAKES ON THE [illegible] SIDE.
6. BACKFILL TRENCH [illegible] SOIL MATERIAL AND COMPACT.
7. JOIN SILT FENCE SECTIONS BY [illegible] SECTIONS AND RAILING WITH LAPS TO THE NEAREST POST.
8. INSPECT ONCE A WEEK AND AFTER EACH [illegible] REPAIR AS NEEDED, AND REMOVE SEDIMENT DEPOSITS [illegible] FENCE HEIGHT.

STAKED SILT FENCE

City of Parkville, Missouri
Community Development Department

8880 Clark Avenue
Parkville, MO 64152
(816) 741-9313
(816) 741-8652 FAX

2009

BUILDING PERMIT FEES

Total Valuation	Fee
$1.00 to $500.00	$23.50
$ 501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00 or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00 or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,000.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof

Other Inspections and Fees:

1. Inspections outside of normal business hours……$47.00 per hour*
   (minimum charge – two hours)
2. Reinspection fees assessed under provision of Section 305.8……$47.00 per hour*
3. Inspections for which no fee is specifically indicated……$47.00 per hour*
   (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans…….$47.00 per hour*
   (minimum charge – one-half hour)
5. For use of outside consultants for plan checking and inspections, or both…….Actual costs**

*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

**Actual costs include administrative and overhead costs.

ELECTRICAL PERMIT FEES

Permit Issuance Fee

1. For the issuance of each electrical permit…….....$23.50
2. For the issuing of each supplemental permit for which the original permit has not expired, been canceled, or finaled…….....7.25

System Fee Schedule

(Note: the following do not include permit-issuing fee.)

1. **New Residential Buildings**
   The following fees shall include all wiring and electrical equipment in or on each building, or other electrical equipment on the same premises constructed at the same time.

   Multi-family. For new multi-family buildings (apartments and condominiums) having three or more dwelling units constructed at the same time, not including the area of garages, carports and accessory buildings, per square foot (0.09m²)……...0.050

   Single- and two-family. For new single- and two-family residential buildings constructed at the same time and not including the area of garages, carports and accessory buildings, per square foot (0.09m²)……..0.056

   For other types of residential occupancies and for alterations, additions and modifications to existing residential buildings, use the Unit Fee Schedule.

2. **Private Swimming Pools**
   For new private, in-ground swimming pools for single-family and multi-family occupancies, including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of a swimming pool, each pool……..…...49.50

3. **Carnivals and Circuses**
   Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays and attractions.
   For electrical generators and electrically driven rides, each……..…….....23.50

   For mechanically driven rides and walk-through attractions or displays having electric lighting, each……..……..…….……...7.25

   For a system of area and booth lighting, each……..…….……..…...7.25

   For permanently installed rides, booths, displays and attractions, use the Unit Fee Schedule.

4. **Temporary Power Service**
   For a temporary service pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances, each……..……23.50

   For a temporary distribution system, temporary lighting and receptacle outlets for construction sites, decorative lights, Christmas tree sales lots, fireworks stands, etc., each……...12.30

Unit Fee Schedule

(Note: the following do not include permit-issuing fee.)

1. **Receptacle, Switch and Light Outlets**

For receptacle, switch, light or other outlets at which current is used or controlled, except services, feeders and meters:

First 20 fixtures, each. ……...…..1.10

Additional fixtures, each. . . . . ..……... .73

Note: For multi-outlet assemblies, each 5 feet (1524 mm) or fraction thereof may be considered as one outlet.

2. **Lighting Fixtures**

For lighting fixtures, sockets or other lamp-holding devices:

First 20 fixtures, each……..1.10

Additional fixtures, each…… . ……. . .73

For pole or platform-mounted lighting fixtures, each…… 1.10

For theatrical-type lighting fixtures or assemblies, each…….. …. ……. 1.10

3. **Residential Appliances**

For fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor- operated appliances not exceeding 1 (one) horsepower (746 W) in rating, each……..…….. 4.75

Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.

4. **Nonresidential Appliances**

For nonresidential appliances and self-contained factory-wired, non-residential appliances not exceeding 1 (one) horsepower (HP), kilowatt (KW) or kilovolt-ampere (KVA), in rating, including medical and dental devices; food, beverage and ice-cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment, each…….....4.75

Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.

5. **Power Apparatus**

For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus as follows:

Rating in horsepower (HP), kilowatts (KW), kilovolt-amperes- reactive (KVAR):

Up to and including 1, each…… 4.75

Over 1 and not over 10, each……..12.30

Over 10 and not over 50, each……24.60

Over 50 and not over 100, each.…….....49.50

Over 100, each……..…74.50

Notes:

1. For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used.
2. These fees include all switches, circuit breakers, contactors, thermostats, relays and other directly related control equipment.

6. **Busways**
For trolley and plug-in-type busways, each 100 feet (30 480 mm) or fraction thereof……....7.25

Note: An additional fee is required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. A fee is not required for portable tools.

7. **Signs, Outline Lighting and Marquees**
For signs, outline lighting systems or marquees supplied from one branch circuit, each……...24.60
For additional branch circuits within the same sign, outline lighting system or marquee, each……..……...…..4.75

8. **Services**
For services of 600 volts or less and not over 200 amperes in rating, each…..…..…..…30.50
For services of 600 volts or less and over 200 amperes to 1,000 amperes, each…. ….62.15
Services over 600 volts or over 1,000 amperes in rating, each…….……124.30

9. **Miscellaneous Apparatus, Conduits and Conductors**
For electrical apparatus, conduits and conductors for which a permit is required but for which no fee is herein set forth……18.20

Note: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs or other equipment.

Other Inspections and Fees:

1. Inspections outside of normal business hours, per hour (minimum charge – two hours)……...49.50*
2. Reinspection fees assessed under provisions of Section 305.8, per inspection…….……....49.50*
3. Inspections for which no fee is specifically indicated, per hour (minimum charge – one half hour)…….…..… 49.50*
4. Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge- one half hour)…….…49.50*

*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

MECHANICAL PERMIT FEES

Permit Issuance Fee and Heaters

1. For the issuance of each mechanical permit…….…… $23.50
2. For issuing each supplemental permit for which the original permit has not expired, been canceled or finaled ….……..…….…….7.25

Unit Fee Schedule
(Note: The following do not include permit issuing fee.)

1. **Furnaces**
   For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)...…….…..14.80
   For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3 kW)....…….……18.20
   For the installation or relocation of each floor furnace, including vent……14.80
   For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater…...……..14.80

2. **Appliance Vents**
   For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit…..……....7.25

3. **Repairs or Additions**
   For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code…...…….....13.70

4. **Boilers, Compressors and Absorption Systems**
   For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)…...…….……..14.70

   For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)….……...27.15

   For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (46.6 kW) to and including 1,000,000 Btu/h (293.1 kW)….……..….37.25

   For the installation or relocation of each boiler or compressor over 30 horse-power (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)……..…….…..55.45
   For the installation or relocation of each boiler or compressor over 50 horse-power (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW).…….....92.65

5. **Air Handlers**
   For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto……..…10.65
   For each air-handling unit over 10,000 cfm (4719 L/s)…...……..…18.10

   Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.

6. **Evaporative Coolers**
   For each evaporative cooler other than portable type…..……..…..10.65

7. **Ventilation and Exhaust**
   For each ventilation fan connected to a single duct…..……..……7.25
   For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit……..……..…..…10.65
   For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood…….……...10.65

8. **Incinerators**
   For the installation or relocation of each domestic-type incinerator ……..……18.20
   For the installation or relocation of each commercial or industrial- type incinerator ……..……14.50

9. **Miscellaneous**
   For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which another fee is listed in the table…….……..10.65

Other Inspections and Fees:

1. Inspections outside of normal business hours, per hour (minimum charge– two hours)……..……$49.50*
2. Reinspection fees assessed under provisions of Section 305.8, per inspection……..……$49.50*
3. Inspections for which no fee is specifically indicated, per hour (minimum charge – one-half hour)..……..… $49.50*
4. Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge – one-half hour)……..… $49.50*

*Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

PLUMBING PERMIT FEES

Permit Issuance Fee

1. For the issuance of each plumbing permit……..……..……..$23.50
2. For issuing each supplemental permit for which the original permit has not expired, been canceled or finaled….…….……..…..7.25

Unit Fee Schedule

(Note: The following do not include permit-issuing fee.)

1. **Fixtures and Vents**
   For each plumbing fixture or trap or set of fixtures on one tap (including water, drainage piping and backflow protection thereof)……...9.80
   For repair or alteration of drainage or vent piping, each fixture...……4.75

2. **Sewers, Disposal Systems and Interceptors**
   For each building sewer and each trailer park sewer...……. ..24.65
   For each cesspool…….…… 37.25
   For each private sewage disposal system ...…… .74.50
   For each industrial waste pretreatment interceptor, including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps..……. ...19.90
   Rainwater systems – per drain (inside building)…… ..9.80

3. **Water Piping and Water Heaters**
   For installation, alteration, or repair of water piping or water-treating equipment, or both, each……..……..… 4.75
   For each water heater including vent..…….……12.30
   For vents only, see Table 3-C.

4. **Gas Piping Systems**
   For each gas piping system of one to five outlets..……..6.15
   For each additional outlet over five, each..……...1.10

5. **Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices**
   For each lawn sprinkler system on any one meter, including backflow protection devices thereof..…….……..14.80
   For atmospheric-type vacuum breakers or backflow protection devices not included in Item 1:
   - 1 to 5 devices..……...…..12.30
   - Over 5 devices, each..…….…2.25

   For each backflow-protection device other than atmospheric-type vacuum breakers:
   - 2 inches (50.8 mm) and smaller..…….…12.30
   - Over 2 inches (50.8 mm),,…….…….24.65

6. **Swimming Pools**
   For each swimming pool or spa:
   - Public pool..…….....91.25
   - Public spa.. . …….……...60.75
   - Private pool...…….……60.75
   - Private spa.. ……...30.25

7. **Miscellaneous**
For each appliance or piece of equipment regulated by the Plumbing Code but not classed in other appliance categories, or for which no other fee is listed in this code ..……...9.80

8. **Four classes of sewer tap fees**

1. For single-family residential service. A sewer tap fee of $1,500 and sewer impact fee of $1,400 shall be charged for a single-family residential sewer permit. When the payment of the lump sum of $2,900 would work a hardship on the property owner, the single-family residential sewer tap fee may be paid in monthly installments of $50 with the approval of the City Administrator. This monthly payment provision shall not apply to new construction.
2. For commercial service. A sewer tap fee of $1,500 and a sewer impact fee of $1,400 shall be charged for a commercial sewer connection if estimated daily sewerage quantities are 1,000 gallons or less according to Department of Natural Resource guidelines. If estimated daily sewerage quantities are more than 1,000 gallons per day, an additional $150 per 100 gallons estimated shall be charged.
3. For Industrial service. A sewer tap fee of $1,500 and sewer impact fee of $1,400 shall be charged for industrial service if the estimated daily sewerage guidelines are 1,000 gallons or less based on Department of Natural Resources guidelines. If estimated daily sewerage quantities are more than 1,000 gallons per day, an additional $150 per 100 gallons estimated shall be charged.
4. For multi-family dwelling units and/or apartments. A sewer tap fee of $1,500 and sewer impact fee of $1,400 per individual living unit shall be charged.

Other Inspections and Fees:

1. Inspections outside of normal business hours, per hour (minimum charge – two hours)…….49.50*
2. Reinspection fees assessed under provisions of Section 305.8, per inspection…….…...49.50*
3. Inspections for which no fee is specifically indicated, per hour (minimum charge – one-half hour)……..….49.50*
4. Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge – one-half hour)……..….……49.50*

*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

GRADING PERMIT FEES

General. Fees shall be assessed in accordance with the provisions of this Section, based on the area of the excavation or fill. The fees established in this Section include plan review fees, issuance fees, and all necessary inspections by the City.

Grading Permit Fee Schedule

1 - 10,000 Sq. ft……..…..$25.00
10,001 - 50,000 Sq. ft……...….$40.00
50,001 - 100,000 Sq. ft……...….$55.00
100,001 or more Sq. ft……..….$75.00

The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fees paid for the original permit and the fee shown for the entire project.

IMPROVEMENT PERMIT FEE

An improvement permit fee shall be paid as follows:

1. Twenty-six dollars and forty nine cents ($26.49) per one thousand (1,000) square feet of platted residential lot area, and nineteen dollars and sixty-eight cents ($19.68) per one thousand (1,000) square feet of platted non-residential lot area. This fee is based on one and one half percent (1.5%) of the estimated value of improvements, including public and private streets, public storm sewers, and public sanitary sewers, per one thousand (1,000) square feet of lot area in the City of Parkville as of the effective date of this ordinance.

2. This fee is a user fee necessary to offset City services provided and shall be used to offset expenses, including but not limited to, software, mapping of improvements, consulting services, standards guides, plan review, guiding utilities, improvement inspections, third-party testing, staffing and other expenses related to provision of adequate infrastructure services.

OTHER INSPECTIONS AND FEES:

1. Inspection outside of normal business hours, per hour (minimum charge – two hours)…….. 50.50*
2. Reinspection fees assessed under provisions of Section 308.5, per inspection ……50.50*
3. Inspections for which no fee is specifically indicated, per hour (minimum charge – one-half hour)…….50.50*

*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

DEMOLITION PERMIT FEE

General. Fees shall be based on valuation of the demolition work per Building Permit Fee Table. See the Demolition Permit information sheet in Section Five, page 8, of these guidelines.