

# Plumbing & Gas Permit

173 E Ash St.  
Pottsville, AR 72858  
479-968-3029

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

Contractors Name: \_\_\_\_\_ Address: \_\_\_\_\_

License# \_\_\_\_\_ Exp Date: \_\_\_\_\_ Phone# \_\_\_\_\_

Homeowners name: \_\_\_\_\_ Address: \_\_\_\_\_

Plumb: \_\_\_\_\_ Replumb: \_\_\_\_\_

Commode: \_\_\_\_\_ Washing Machine: \_\_\_\_\_ Sinks: \_\_\_\_\_ Floor Drain: \_\_\_\_\_

Lavatories: \_\_\_\_\_ Dishwasher: \_\_\_\_\_ Icemaker: \_\_\_\_\_ Water Heater: \_\_\_\_\_

Bathtub/Shower: \_\_\_\_\_

Inspection: \_\_\_\_\_ Gas: \_\_\_\_\_ Plumbing: \_\_\_\_\_

**Gas Permit Fee: \$25.00**

**Plumbing Permit Fee: \$50.00**

**Penalty for not purchasing a permit prior to commencing work = \$25.00**

**If permit is granted, I agree to do all work above in strict compliance with city and state regulations.**

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Total Permit Fee: \_\_\_\_\_

Receipt# \_\_\_\_\_

# Electric Permit

173 E Ash St.  
Pottsville, AR  
479-968-3029

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

Contactors Name: \_\_\_\_\_ Address: \_\_\_\_\_

License #: \_\_\_\_\_ Exp Date: \_\_\_\_\_ Phone#: \_\_\_\_\_

Homeowners name: \_\_\_\_\_ Address: \_\_\_\_\_

Wire: \_\_\_\_\_ Rewire: \_\_\_\_\_ Relocate Service: \_\_\_\_\_ Change Service: \_\_\_\_\_

Location: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Addition: \_\_\_\_\_

Service Entrance Cable Size: \_\_\_\_\_ Panel Box Size \_\_\_\_\_ Amps

No. Lights or Switches \_\_\_\_\_ No. 110 Volt Outlets \_\_\_\_\_ No. 120 Volt Outlets \_\_\_\_\_

No. Motor Circuits: \_\_\_\_\_ Main Disconnect Size: \_\_\_\_\_ Amps

Permit Fee: Residential \$55.00

Commercial \$65.00 (Service entrance, New or relocated and Main Disconnects)

Penalty for not purchasing permit prior to work commencing = 50% of permit fee.

If permit is granted, I hereby agree to complete all work in accordance with National Electric Code, and City and State regulations.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Total Permit Fee: \_\_\_\_\_ Receipt # \_\_\_\_\_

# Mechanical Permit

173 E Ash St.  
Pottsville, AR  
479-968-3029

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

Contractors Name: \_\_\_\_\_ Address: \_\_\_\_\_

License#: \_\_\_\_\_ Exp Date: \_\_\_\_\_ Phone: \_\_\_\_\_

Homeowners name: \_\_\_\_\_ Address: \_\_\_\_\_

New Install: \_\_\_\_\_ Repair: \_\_\_\_\_

**Residential Permit: One (1) unit \$25.00; each additional unit \$10.00**

**Commercial Permit: Up to Four (4) units \$35.00 each additional unit \$10.00**

**NOTE: (One unit consists of one A.C. unit and one heating or combination heat and air unit.)**

**Penalty for not purchasing a permit prior to commencing work = \$25.00**

If permit is granted, I agree to do all work above in strict compliance with City and State regulations.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Total Permit Fee: \_\_\_\_\_

Receipt #: \_\_\_\_\_

# Manufactured Home Permit

173 East Ash St.  
Pottsville, AR  
479-968-3029

Home Owner:

Property Owner:

Address/Location of property:

Phone #:

Zoning Classification:

Proposed Building Setbacks:

Front:

Back:

Sides:

Make & Model of Manufactured Unit:

Manufacturing Date of Housing Unit:

(Less Than 3 Years old)

Description of Unit (example 16' x 80' single wide):

Underpinning: Brick:

Block:

Vinyl:

Other:

Sewer:

Septic:

Perc Test:

Cash or surety bond in the amount of \$1000 to be made payable to the City of Pottsville if all requirements for installation of the manufactured home are not met within ninety (90) days of the date the building permit is issued. The cash or surety bond will be returned to the owner of the home when all requirements are before the ninety (90) days' time limit. If permit is granted, I hereby agree to erect said manufactured home according to the above plans and specifications and to complete all work in accordance with standard Building Code.

Signature:

Date:

Please give inspector a 24-hour notice on any inspections needed.

## City of Pottsville, Arkansas Zoning Ordinance

### ARTICLE V SPECIAL PROVISIONS

#### SECTION 16(Revised by Pottsville City Ordinance 98-04 Dated December, 1998)

#### MANUFACTURED HOMES

The establishment, location, and use of single and double-wide manufactured homes as scattered-site single-family residences shall be permitted in the R-2 and R-3 zoning districts. Double-wide manufactured homes only may be considered under the special use permit provisions of the Ordinances in the R-1 Residential zone, subject to all requirements and limitations applying generally to such residential use in each of the respective districts. All manufactured homes shall meet all of the following requirements and limitations:

- A. The home shall have a manufactured date less than three (3) years from date of application and meet all requirements as defined in Article X and must possess all necessary building and occupancy permits and other certifications required by the City for a dwelling unit;
- B. Prior to a building permit being issued or an application for a special use permit the following items must be presented to the building inspector or Zoning Commission.

(1) The manufacturer's specification for manufactured home to be installed. These specifications should include but not be limited to dimensions, type of roof, type of siding, the age of the home, required anchoring specifications, and required foundation pier arrangement.

(2) The specific size of the lot and how the home will be placed on the lot.

(3) Cash or surety bond in the amount of \$1000 to be made payable to the City of Pottsville if all requirements for installation of the manufactured home are not met within ninety (90) days of the date the building permit is issued. The cash or surety bond will be returned to the owner of the home when all requirements are met before the ninety (90) day time limit.

# In-Ground Swimming Pool Permit

173 E Ash St  
Pottsville, AR  
479-968-3029

## Contractors Information:

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

License Number: \_\_\_\_\_ Limits: \_\_\_\_\_ Phone# \_\_\_\_\_

Homeowners Name: \_\_\_\_\_ Phone# \_\_\_\_\_

Address where pool is being installed: \_\_\_\_\_

Measurements of pool: \_\_\_\_\_

Estimated cost Materials & Labor: \_\_\_\_\_

Permit Fee: \_\_\_\_\_ Receipt # \_\_\_\_\_

I hereby agree that an Electrical and Plumbing Permit will be purchased before any inspection is done.  
There will be a penalty for any work performed before a purchase of a permit.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

City of Pottsville, Arkansas Zoning Ordinance

ARTICLE V  
SPECIAL PROVISIONS

SECTION 4

SWIMMING POOLS

Swimming Pools should be in compliance with the guidelines that follow:

- A. Permitted Uses: Private swimming pools may be constructed as an accessory use, but shall be completely enclosed by permanent wall or fence 6 feet in height. A swimming pool shall not be constructed in front of the front building line; and no portion of the pool, equipment, walkway, or other facilities related thereto, shall be located closer than 5 feet to the side or rear lot line. These requirements do not apply to above-ground pools with a depth less than or equal to 3.0 feet.
  
- B. Procedure: Prior to constructing a private swimming pool, the owner thereof shall apply to the City for a permit for such construction. The application shall show the lot on which the pool is proposed for construction; the location of the pool and all equipment, walkways, fences, and walls, or other facilities; and such other information as may be necessary to display adequately the owner's intent in constructing the swimming pool in compliance with this section of the Zoning Ordinance.

I agree that I have read and understood all the above ordinances and plan to abide by all regulations set by the Building Code and the City of Pottsville.

Sign: \_\_\_\_\_

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

# Agricultural Pole Barn with Pier Poles Permit

173 E Ash St.  
Pottsville, AR  
479-968-3029

Contractors Information:

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

License # \_\_\_\_\_ Limits: \_\_\_\_\_ Phone# \_\_\_\_\_

Check box if homeowner is doing work him/her self

Homeowners Name: \_\_\_\_\_ Phone# \_\_\_\_\_

Address where barn is being installed: \_\_\_\_\_

**The address where the barn is being installed needs to be zoned agricultural.**

Measurements of Barn: \_\_\_\_\_

Estimated cost Materials & Labor: \_\_\_\_\_

Permit fee: \_\_\_\_\_ Receipt# \_\_\_\_\_

I hereby agree that there will be a minimum of 12in deep and 3 run of rebar in the footing. If a slab is poured a new permit will need to be issued. There will be a penalty for any work performed before the purchase of a permit.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_



# Fence Permit

173 E Ash St.  
Pottsville, AR  
479-968-3029

Contractor/Owner:

Address where fence is being built:

Phone #:

Residential:

Commercial:

Is this fence: New construction: Addition to existing fence: Replacement:

Type of Fence: Chain Link: Wood: Wrought Iron: Retaining Wall: Brick:

Height of Fence: Front Yard: ft. Back yard: ft.

Will fence enclose a pool or hot tub?  Yes  No

# Carport Permit

173 E Ash St.  
Pottsville, AR  
479-968-3029

## Contractors Information:

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

License# \_\_\_\_\_ Limits: \_\_\_\_\_ Phone# \_\_\_\_\_

Check box if homeowner is doing work him/her self.

Homeowners Name: \_\_\_\_\_ Phone# \_\_\_\_\_

Address where carport is being installed: \_\_\_\_\_

Measurements of Carport: \_\_\_\_\_

Estimated cost Materials & Labor: \_\_\_\_\_

Permit Fee: \_\_\_\_\_ Receipt # \_\_\_\_\_

I hereby agree that there will be a minimum of 12in deep and 3 run rebar in the footing. If a slab is poured a new permit must be issued. There will be a penalty for any work performed before the purchase of a permit.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

# Variance Application

To the Pottsville Planning Commission:

Application is hereby made to the City Planning Commission, pursuant to the City of Pottsville, Arkansas, and the Pottsville Zoning Ordinance No. 94-3, petitioning for a variance for the following described area:

1. Please attach legal description:

2. Name of Property Owner: \_\_\_\_\_

3. Street Address: \_\_\_\_\_

4. It is desired that a variance be issued for the area described above which is zoned \_\_\_\_\_

5. Present Use of Property: \_\_\_\_\_

6. Desired Use of Property: \_\_\_\_\_

7. There are/There are no deed restrictions pertaining to the use of this property. Any restrictions are described. \_\_\_\_\_

8. A statement and diagram explaining why the proposed changes will not conflict with surrounding land uses is enclosed as part of this petition.

9. A map of the subject property is attached herewith and the map shows:

- a. The approximate dimensions of each property line and adjoining right-of-way
- b. The approximate outline of any buildings on subject property and adjacent properties
- c. Land applicant uses and owners' names for all lands adjacent to, or located directly across the street from the subject property.

10. The application filing fee of twenty five dollars (\$25.00) has been paid

11. It is understood that notice of the public hearing before the Planning Commission will be published at least 15 days prior to said hearing in a newspaper of general circulation of the City and that notice of said hearing must be circulated by the applicant to all other parties in interest, including all owners of land adjacent to, or located directly across the street from the property for rezoning.

12. Posting of Sign: The proponent of change shall post a sign on the property fifteen (15) days prior to the date of the public hearing and on which is set forth the date and place of the hearing and the existing and proposed changes in zoning classification.

13. If change is disapproved, the petitioner may appeal such a disapproval, provided that he/she state specifically in writing to the City Clerk why he/she considers the Planning Commission's finding to be in error. Such appeal shall be filed with the City Clerk within fifteen (15) days of receipt of notice of Planning Commission's action.

# Variance Application

14. Under penalties of perjury, I declare that I have examined this petition, including accompanying materials and statements and to the best of my knowledge and belief, it is true, correct and complete.

Sign by Petitioner: \_\_\_\_\_

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

Phone #: \_\_\_\_\_

Filing Date: \_\_\_\_\_

# Special Use Permit Application

To the Pottsville Planning Commission:

Application is hereby made to the City Planning Commission, pursuant to the City of Pottsville, Arkansas, and the Pottsville Zoning Ordinance No. 94-3, petitioning for a special use permit for the following described area:

1. Please attach legal description:

2. Name of Property Owner: \_\_\_\_\_

3. Street Address: \_\_\_\_\_

4. It is desired that a special use permit be issued for the area described above which is zoned \_\_\_\_\_

5. Present Use of Property: \_\_\_\_\_

6. Desired Use of Property: \_\_\_\_\_

7. There are/There are no deed restrictions pertaining to the use of this property. Any restrictions are described. \_\_\_\_\_

8. A statement and diagram explaining why the proposed changes will not conflict with surrounding land uses is enclosed as part of this petition.

9. A map of the subject property is attached herewith and the map shows:

- a. The approximate dimensions of each property line and adjoining right-of-way
- b. The approximate outline of any buildings on subject property and adjacent properties
- c. Land applicant uses and owners' names for all lands adjacent to, or located directly across the street from the subject property.

10. The application filing fee of fifty dollars (\$50.00) has been paid

11. It is understood that notice of the public hearing before the Planning Commission will be published at least 15 days prior to said hearing in a newspaper of general circulation of the City and that notice of said hearing must be circulated by the applicant to all other parties in interest, including all owners of land adjacent to, or located directly across the street from the property for rezoning.

12. Posting of Sign: The proponent of change shall post a sign on the property fifteen (15) days prior to the date of the public hearing and on which is set forth the date and place of the hearing and the existing and proposed changes in zoning classification.

# Special Use Permit Application

13. If change is disapproved, the petitioner may appeal such a disapproval, provided that he/she state specifically in writing to the City Clerk why he/she considers the Planning Commission's finding to be in error. Such appeal shall be filed with the City Clerk within fifteen (15) days of receipt of notice of Planning Commission's action.

14. Under penalties of perjury, I declare that I have examined this petition, including accompanying materials and statements and to the best of my knowledge and belief, it is true, correct and complete.

Sign by Petitioner: \_\_\_\_\_

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

Phone #: \_\_\_\_\_

Filing Date: \_\_\_\_\_

# Petition for Rezoning

To the Pottsville Planning Commission:

Application is hereby made to the City Planning Commission, pursuant to the Arkansas Law on City Planning, Act 186 of 1957, Acts of Arkansas, as amended, and the Pottsville Zoning Ordinance No. 94-3, petitioning for a rezoning of the following described area.

1. Please attach legal description:

2. Name of Property Owner: \_\_\_\_\_

3. Street Address: \_\_\_\_\_

4. It is desired that the zoning district boundaries shown on the official zoning districts map be amended and that the area described above be reclassified from the present \_\_\_\_\_ Zone to \_\_\_\_\_ Zone.

5. Present Use of Property: \_\_\_\_\_

6. Desired Use of Property: \_\_\_\_\_

7. There are/There are no deed restrictions pertaining to the use of this property. Any restrictions are described. \_\_\_\_\_

8. A statement and diagram explaining why the proposed changes will not conflict with surrounding land uses is enclosed as part of this petition.

9. A map of the subject property is attached herewith and the map shows:

- a. The approximate dimensions of each property line and adjoining right-of-way
- b. The approximate outline of any buildings on subject property and adjacent properties
- c. Land applicant uses and owners' names for all lands adjacent to, or located directly across the street from the subject property.

10. The application filing fee of twenty-five dollars (\$25.00) has been paid

11. It is understood that notice of the public hearing before the Planning Commission will be published at least 15 days prior to said hearing in a newspaper of general circulation of the City and that notice of said hearing must be circulated by the applicant to all other parties in interest, including all owners of land adjacent to, or located directly across the street from the property for rezoning.

12. Posting of Sign: The proponent of change shall post a sign on the property fifteen (15) days prior to the date of the public hearing and on which is set forth the date and place of the hearing and the existing and proposed changes in zoning classification.

# Petition for Rezoning

13. If change is disapproved, the petitioner may appeal such a disapproval, provided that he/she state specifically in writing to the City Clerk why he/she considers the Planning Commission's finding to be in error. Such appeal shall be filed with the City Clerk within fifteen (15) days of receipt of notice of Planning Commission's action.

14. Under penalties of perjury, I declare that I have examined this petition, including accompanying materials and statements and to the best of my knowledge and belief, it is true, correct and complete.

Sign by Petitioner: \_\_\_\_\_

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

Phone #: \_\_\_\_\_

Filing Date: \_\_\_\_\_