

# Shannon Hills

10401 High Road East  
72103

AR K A N S A S

501-455-2003

[www.shannonhills.ar.gov](http://www.shannonhills.ar.gov)

Fax 501-455-3103

*Mike Kemp*  
Mayor

*Allen Spears*  
Police Chief

*Kevin Riedinger*  
Fire Chief

*Jeffrey Reed*  
Public Works

*Robin Baker*  
Recorder

*Mary Meyers*  
Treasurer

## Application for Permit

### **Section 1: Personal Information/ Person In Charge on Site**

A separate application will need to be filled out for each separate contractor, subcontractor or crew for each project. If you are doing all of the work on your own property please skip section 2.

Name \_\_\_\_\_ DOB \_\_\_/\_\_\_/\_\_\_ DL Number \_\_\_\_\_

Address \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

### **Section 2: Company Information**

Company Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Office Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Type of work \_\_\_\_\_

License Number

Plumbing \_\_\_\_\_ Electrical \_\_\_\_\_ Mechanical \_\_\_\_\_

Contractor \_\_\_\_\_ State Issued \_\_\_\_\_ Date Issued \_\_\_/\_\_\_/\_\_\_

Number of Personnel that will be on site \_\_\_\_\_

Insurance Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

# Shannon Hills

10401 High Road East  
72103

ARKANSAS

501-455-2003

[www.shannonhills.ar.gov](http://www.shannonhills.ar.gov)

Fax 501-455-3103

Mike Kemp  
Mayor

Allen Spears  
Police Chief

Kevin Riedinger  
Fire Chief

Jeffrey Reed  
Public Works

Robin Baker  
Recorder

Mary Meyers  
Treasurer

## Section 3: Type of Permit Desired

(Check all that apply)

### Building Permits

- Residential**      \$0.35 Per Sq. Ft.
- Commercial**      \$0.40 Per Sq. Ft. + \$0.50 Per \$1000.00 of construction cost up to \$2,000,000.00 + \$75.00 inspection fees (not to exceed \$1000.00)
- (These two cover all Individual Permits)

### Individual Building Permits

- Plumbing \$50     Electrical \$50     Mechanical(HVAC) \$50     Fire \$50
- Demolition \$50

### Construction Permits

- Residential Excavation and Clearing  
1 lot \$50      more than 1 lot up to 5 lots \$150  
(more than 5 lots requires a subdivision permit)  
(Includes a city issued stormwater permit)  
(1 or more acers requires a General Stormwater Permit from Arkansas DEQ)
- Retaining Walls, Decks and Fences      Residential \$50      Commercial \$100
- Commercial Excavation and Clearing \$150  
(includes city issued stormwater permit)  
(1 or more acers requires a General Stormwater Permit from Arkansas DEQ)
- Open Ditch and Boring \$250 (per crew per project)
- New Subdivision \$500  
(Includes a city issued stormwater permit)  
(1 or more acers requires a General Stormwater Permit from Arkansas DEQ)  
(Must submit *planning commission approved* plats and plans with application)

# Shannon Hills

10401 High Road East  
72103

AR K A N S A S

501-455-2003

www.shannonhills.ar.gov

Fax 501-455-3103

Mike Kemp  
Mayor

Allen Spears  
Police Chief

Kevin Riedinger  
Fire Chief

Jeffrey Reed  
Public Works

Robin Baker  
Recorder

Mary Meyers  
Treasurer

## **Section 4: Property Information**

Subdivision Name \_\_\_\_\_

Address \_\_\_\_\_ Lot No. \_\_\_\_\_

Cost of Project (materials and labor) \$ \_\_\_\_\_

How long will the project be on going: Days \_\_\_\_\_ Months \_\_\_\_\_ Years \_\_\_\_\_

Is there a Stormwater Permit Required (1 Acre or more): Yes No Found on DEQ Website

Is this Property Located In the: Floodway Floodplain N/A  
( For property located in the *floodway*, no permits will be issued by the city for the property)  
(For property located in the *floodplain*, you will need an engineering study turned in with this application)

Please describe the type of work that you will be doing on this property in more detail:

---

---

---

---

---

## **Section 5: Data Processing Fee**

Residential \$5.00  
Commercial: \$7.00

Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_ I understand that a replacement fee of \$10 will be charged for a misplaced, stolen or defaced permit card.

**AFFIDAVIT**

I, \_\_\_\_\_, certify by my signature below that I hereby authorize \_\_\_\_\_ to act as my agent regarding the \_\_\_\_\_ of the below described property.

Property described as:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Title Holder

\_\_\_\_\_  
Date

Subscribed and sworn to me a Notary Public on this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_