

University of Missouri Building Permit

(For Internal Campus Use Only)

(Note: Only an authorized Owners Agent can fill out the initial permit determination section of this form.)

Date: _____ Campus: _____

Person filling out permit form (name/Title): _____

Project #/Building Name: _____

Approximate project value: _____ Room#/Suite/Area: _____

of floors: _____ Square Footage: _____

Construction type: _____ Protected (Sprinkled?) Y ___ N ___ Occupancy/Use group: _____

Seismic Design Category: _____ Site Classification: _____

Brief description work:

Project Specialties: _____

(Review the list of work exempt from a permit to determine if a permit is required for this scope of work. If a permit is required, continue with entering the permit number and forward this form to the assigned Project Manager)

If answering no, you certify that a building permit is not required per UM System policies and adopted codes.

Is a permit required? Y ___ N ___

Project professional design performed by: _____

Required construction document submittals:

Type	Required (YES/NO)	Type	Required (YES/NO)
Survey		Plumbing	
Geo Tech		Fire Alarm	
Civil		Fire Sprinkler	
Landscaping		A/V	
Architectural		City/Public Works details or schematic diagrams	
Structural		Other: Haz Mat/EHS survey	
Mechanical		Other:	
Electrical		Other:	

Statement of Special Inspections:

(Obtain statement of Special Inspections from the engineer of record. Note all that apply below)

Type of Inspection	Required (YES/NO)	Type of inspection	Required (YES/NO)
Soils/Compaction tests		Structural Steel welds	
Drilled Foundations		Structural Wood Construction	
Micro Pile Foundations		Mastic/Sprayed Fire Resistive Materials	
Reinforcement Inspections		Smoke Controls	
Embedded Anchors		Seismic Compliance	
Concrete testing		Wood or Steel Fabrication Process	
Masonry testing/inspections		Other: (describe)	
Structural Steel		Table(s) inserted in project drawings?	

All fields above this line are to be completed by the Project Manager and/or Design Professional

Required Building Inspections: (based on Building Inspector review, enter all inspections that apply below)

Type of inspection	Required (YES/NO)	Type of inspection	Required (YES/NO)
Utilities (S, SS, CW, Domestic Water, Duct Bank, etc.)		Temporary Electric Service	
Footings		Permanent Electric Service	
Ground Works Plumbing		Gas Service	
Slab/Deck Preps		Insulation	
Structure/Framing		Fire Alarm/Fire Sprinklers	
Rough Plumbing		Above ceiling inspections	
Rough Mechanical		Final Inspection (no TCO/FCO required)	
Rough Electric		Temporary Certificate of Occupancy (Substantial Completion)	
Electrical Bonding		Final Certificate of Occupancy	
Fire Barriers/Fire Blocking		Other:	

Permit issuance type: (select only one option) *Example of Conditional use: Permit is being issued to allow a temporary Assembly Use in a Business Use group building for a special event scheduled to last 2 days.*

Type of Permit:	Check one
1. Issued for the entire project	
2. Phased issuance (Project will be constructed in multiple phases) Describe: _____	
3. Conditional Use (special use, limited duration, limited occupancy) Describe: _____	

Plan Code Review Form complete? Y ___ N ___ (Attach plan code review form and route for appropriate approval)

Any Pending Deferred Submittal Documents? Y N

List of Deferred Submittals:

General Comments [Fillable Field]

Approval signatures:

MU PDC Inspector: _____

UM AHJ (projects >\$500K): _____

Date of permit issuance: _____



Plan Code Review Form

Construction Documents Dated: _____

- Construction Documents for the above reference project have been reviewed for code compliance per the adopted codes by the University of Missouri.

The Construction Documents are approved for bidding.
 Review comments are attached. Please respond in writing for AHJ review prior to bidding.
 Review comments were given in the project review meeting on _____. Please respond in writing for AHJ review prior to bidding.

Reviewed Comments:

Reviewed By: _____ Date: _____
 Campus Plan Reviewer
 _____ Date: _____
 University System Architect/Engineer - AHJ
 _____ Date: _____
 Third Party Reviewer (if any)

- The responses submitted to the AHJ's review comments have been reviewed.

The Construction Documents are approved for bidding.
 Additional comments are attached. Please respond in writing for AHJ review prior to bidding.

Reviewed By: _____ Date: _____
 Campus Plan Reviewer
 _____ Date: _____
 University System Architect/Engineer - AHJ
 _____ Date: _____
 Third Party Reviewer (if any)

- Conformance set and/or addendums have been reviewed for code compliance per adopted codes by the University of Missouri.

Reviewed By: _____ Date: _____
 Campus Plan Reviewer
 _____ Date: _____
 University System Architect/Engineer - AHJ
 _____ Date: _____
 Third Party Reviewer (if any)