



PROCEDURE FOR INSTALLING

IRRIGATION SYSTEM

IRRIGATION SYSTEM NOT IN THE RIGHT-OF-WAY

1. Contractors must obtain a contractor business license in the City of Liberty.
2. Apply for a building permit. A fee will be charged for the permit.
3. Call for inspection of backflow device after installation is complete.

IRRIGATION SYSTEM IN THE RIGHT-OF-WAY

1. Landowner completes an Application for Lawn Sprinkler System Permit. A separate **Release For Lawn Sprinkler System** waiver needs to be signed and notarized by each person on the deed.
2. After the Chief Building Official reviews and approves the paperwork, application can be made for a building permit. A fee is charged for this permit.
3. A right-of-way permit is required from the Engineering Department. A fee is charged for this permit.
4. Contractors must obtain a contractor business license in the City of Liberty before permits can be issued.
5. Call for inspection of backflow device.

This information is based on Ordinance #7560.

**RELEASE FOR LAWN SPRINKLER SYSTEM
IN THE CITY OF LIBERTY RIGHT OF WAY**

In consideration for permission by the City of Liberty, Missouri to extend a Lawn Irrigation System into the City's right of way at (legal description of the property):

Plat Title: _____ Lot No: _____

Address: _____ City: _____ State: _____

I, _____, the lawful property owner, undersigned, successors, and assigns do hereby release and forever discharge the City of Liberty Missouri, it's employees and /or agents from and against any and all liability, claims and demands for any use arising out of, relating to, or being in any way connected with work or service by the City, it's employees, agents, licensees and permittees within the City's right of way for any purpose whatsoever.

NOW THEREFORE, the Undersigned hereby declares that said property described above shall be held, sold and conveyed subject to the release herein and said release shall run with the real property and be binding on all parties having any part thereof, their heirs, successors and assigns.

IN WITNESS WHEREOF, this release has been read, signed and sealed this _____ Day of _____, 20____.

By: _____ Printed or Typed Name _____

By: _____ Printed or Typed Name _____

INDIVIDUAL ACKNOWLEDGMENT

STATE OF MISSOURI COUNTY OF _____

ON THIS, The _____ day of _____, 20 __, before me, a Notary Public, personally appeared:

Proved to me on this basis of satisfactory evidence to be the person(s) whose name(s) subscribed to the within instrument, and acknowledged that he/she they executed the same for the purposes stated there in and no other.

WITNESS my hand and official seal in the County and State aforesaid, the day and year fist above written.

/s/ _____
Notary Public Signature

My Commission Expires: _____



BUILDING PERMIT APPLICATION

Type of Permit

_____ Single Family*
 _____ Commercial**
 _____ Sewer Tap
 _____ Water Tap

_____ Plumbing only
 _____ Electrical only
 _____ Mechanical only
 _____ Other: _____

_____ Sign
 _____ Roofing
 _____ Mobile Home

Construction Information

Job Address: _____

Subdivision: _____ Lot #: _____ Block #: _____

Occupancy Group: _____ Occupant Load: _____ Type Construction: _____ Property Zoning: _____

Applicant E-mail: _____

Applicant: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Square Footage of Structure: _____ Number of Stories: _____ Water Meter Size: _____

Description of work: _____

General Contractor: _____ **Property Owner:** _____

Commercial Tenant (if applicable): _____

Sub-Contractors

Plumber: _____ Electrician: _____

Mechanical: _____ Other: _____

Cost Breakdown

Electrical Cost: _____

Plumbing Cost: _____

Mechanical Cost: _____

Construction Cost: _____

Total Project Cost: _____

***NOTE: Residential Construction – One (1) set of building plans and one (1) plot plan are required.**

****NOTE: Commercial Construction – One (1) electronic and (2) hard sets of building plans are required.**

Applicant assumes full responsibility for complying with all regulations and requirements under which construction is contemplated.

NOTICE: ANY DAMAGE TO CURBS OR STREET ADJACENT TO THIS PROPERTY, PRIOR TO THIS DATE, MUST BE NOTED. UPON FINAL INSPECTION, ANY DAMAGE NOT PREVIOUSLY NOTED WILL BE APPLICANTS RESPONSIBILITY.

NOTICE: DO NOT OCCUPY THIS BUILDING UNTIL FINAL INSPECTION HAS BEEN COMPLETED.

Having submitted the plans and specifications, if this permit is granted, I will comply with all the City Ordinances relating to the permit and pay all fees required. I will submit this work to the required inspections and prohibit the occupancy of any space until a Certificate of Occupancy has been obtained from the Chief Building Official.

AUTHORIZED BY

APPLICANT'S SIGNATURE

Print Name: _____

Date: _____



LICENSE/PERMIT APPLICATION FOR WORK ON RIGHT OF WAY, EASEMENT, OR CITY PROPERTY

Date Of Application _____

PERMIT LOCATION / OR STREET ADDRESS (include map showing location and depth of work): _____

TYPE OF WORK

- Water Sanitary Sewer Communication/CATV Gas Driveway/Sidewalk Electrical Installation of Above Ground Structure

DESCRIPTION OF WORK

AFFECTED AREA

- Street Surface And/or Curb Street Plate Bridging Permit Other

METHOD

- Open Cut Tunneling or Boring Both MO One Ticket #

Estimated Start Date Estimated Completion Date

Traffic Control Plan Yes No

OWNER/CONTACT INFORMATION (Please Print)

Applicant Telephone #
Contact Name Cell
Address Email
City, State, Zip

CONTRACTOR (If different than applicant)

Contractor Telephone #
Contact Name Cell #
Address Email
City, State, Zip

Representation Concerning Authority & Compliance with Laws:

I am the Applicant or authorized by the Applicant to sign on his/her/its behalf ("Applicant") and have read this application in its entirety. The information contained herein and attached hereto is true, correct, and complete to the best of my knowledge, information, and belief. I have reviewed all conditions associated with this Permit application. I understand and agree to be subject to the terms and conditions of any Permit issued hereunder and the City Code.

Applicant hereby represents that the business conducted by Applicant does not and will not violate any ordinance of the City of Liberty and now complies and will continue to comply fully with the laws of the State of Missouri and ordinances of the City. Applicant acknowledges that failure to truthfully complete this application or failure to comply with all laws may result in revocation of any Permit issued hereunder.

Application is made under the terms of the Ordinances and Specifications of the City of Liberty, Missouri, governing excavation and/or construction within the public right-of-way, to accomplish the work described. Applicant hereby agrees to perform said work and restoration of right-of-way in strict accordance with the provisions of said City Ordinances and Specifications and further agrees to satisfactorily repair any failure or damage within the right-of-way resulting from the excavation or construction covered under this application within two years thereafter.

Signature of Principal Officer or Applicant Date

Print Name

PERMIT FEE CITY ENGINEER OR AUTHORIZED AGENT

AT THE COMPLETION OF CONSTRUCTION ALL UTILITY LOCATION MARKERS MUST BE REMOVED THIS PERMIT EXPIRES IN 60 DAYS