



SUG THUOMA JATOT  
(see RT to Aggribon)

APPLICATION FOR:

**BUILDING PERMIT**

CITY OF SHERWOOD  
DEPARTMENT OF PERMITS & PLANNING

BUILDING CODES DIVISION

31 SHELBY ROAD

SHERWOOD, AR 72120 PHONE (501) 835-4753 EMAIL: [permits@cityofsherwood.net](mailto:permits@cityofsherwood.net)

DATE OF APPLICATION: \_\_\_\_\_ Permit # \_\_\_\_\_

PROPOSED USE (OCCUPANCY):  COMMERCIAL  RESIDENTIAL

GROSS AREA UNDER ROOF: \_\_\_\_\_ SQ FT

CLASS OF WORK:  NEW  ADDITION  REMODEL  FENCE  SIDING  ROOF  STORAGE

OTHER / PLEASE SPECIFY: \_\_\_\_\_

COST OF CONSTRUCTION: \_\_\_\_\_ (INCLUDING ELECTRICAL, PLUMBING AND HVAC COSTS)

PROJECT/BUSINESS NAME: \_\_\_\_\_

CONSTRUCTION ADDRESS: \_\_\_\_\_

OWNER/TENANT \_\_\_\_\_ CONTACT # \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ CONTACT # \_\_\_\_\_

EMAIL: \_\_\_\_\_

I have received a copy of the code(s). \_\_\_\_\_ (Please initial)

**DEVELOPMENT MUST COMPLY WITH BUILDING AND ZONING CODE AS AMENDED AND  
ADOPTED BY THE CITY OF SHERWOOD**

NOTE: COMMERCIAL ACT 474 CONSTRUCTION SURCHARGE IN THE AMOUNT OF .0005% ON TOTAL COST OF  
CONSTRUCTION INCLUDING ELECTRICAL, PLUMBING AND HVAC. **TOTAL ACT 474 FEE: \_\_\_\_\_**

ELECTRICIAN \_\_\_\_\_

PLUMBER \_\_\_\_\_

HVAC \_\_\_\_\_

I hereby certify that the data submitted on or with this application is true and correct. Any deviation from  
information contained herein, unless approved by the Building Official will render this permit null and void.

SIGNATURE OF CONTRACTOR, OWNER OR AGENT (Below):

DATE: \_\_\_\_\_

**TOTAL AMOUNT DUE:** \_\_\_\_\_ DATE PAID: \_\_\_\_\_ RECEIPT # \_\_\_\_\_  
(Including Act 474 fee)

**RE-INSPECTION FEES ARE \$25.00 EACH AND WILL HAVE TO BE PAID PRIOR TO FINAL SIGN-OFF.**

**\*\*APPLICATIONS SUBMITTED WITHOUT PLANS AND A SCOPE OF WORK WILL BE AUTOMATICALLY DENIED\*\***

**SPACE BELOW IS TO BE UTILIZED FOR SCOPE OF WORK:**

EXTERIOR: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INTERIOR: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ELECTRICAL: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLUMBING: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MECHANICAL: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERMIT FEES ARE NON-REFUNDABLE.**

**APPLICANT TO INITIAL: \_\_\_\_\_ DATE: \_\_\_\_\_**

**FOR OFFICIAL USE ONLY:**

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_ BY: \_\_\_\_\_ DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_ BY: \_\_\_\_\_ DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Occupancy Compliant Form

I, [REDACTED] (print name) hereby certify that I will not allow anyone to live in or move belongings in the home being constructed at [REDACTED] (print address) until all inspections are completed and a Certificate of Occupancy is issued.

[REDACTED]  
Signature

[REDACTED]  
Date

[REDACTED]  
Building Permit Owner/Contractor

## Stormwater Permit Application

Permit Number: [REDACTED]

Applicant's Name: [REDACTED] Phone: [REDACTED]

Applicant's Address: [REDACTED]

Contractor's Name: [REDACTED] Phone: [REDACTED]

Job Address: [REDACTED]

Project Description: NEW HOME

Best Management Practices: (Circle)

Silt Fence

Waddles

Check Dams

ADEQ Permit: Yes [REDACTED] No [REDACTED]

Project Start Date: [REDACTED] Project End Date: [REDACTED]

Signature: [REDACTED]

## City of Sherwood Homebuilder Information Package

City of Sherwood  
Permits and Planning Department  
31 Shelby Road  
Sherwood, AR 72120  
Phone: 501.835.4753  
Fax: 501.392.0088  
Email: [permits@cityofsherwood.net](mailto:permits@cityofsherwood.net)

### Affidavit for Homebuilding File

This affidavit and items 1-2 below are required submissions for permit processing.

I, [REDACTED] (print name) hereby certify I received the City of Sherwood Homebuilder Information Package relevant to my homebuilding located at [REDACTED] (job address).

(Initial each item 1-6 below.)

1. [REDACTED] City of Sherwood Homebuilding Permit Application
2. [REDACTED] Occupancy Compliance Form / Stormwater Permit Application
3. [REDACTED] List of Building Codes in Effect / Municipal Requirements and Amendments
4. [REDACTED] Inspection Information – Required Inspections
5. [REDACTED] Inspection Information – Supplemental (2 pages)
6. [REDACTED] Summary of significant code and inspection changes effective January, 2021.

[REDACTED]  
Signature

[REDACTED]  
Date

[REDACTED]  
Homebuilder's License Number

**BUILDING CODES IN EFFECT- UPDATED JANUARY 1, 2019**

2012 Arkansas Fire Prevention Code, as amended	Volume I	Fire Codes	Ordinance 2057
	Volume II	Building	
	Volume III	Residential Construction	
2017 NFPA National Electric Code, as amended			Ordinance 2052
2021 International Mechanical Code, as amended			Ordinance 2405
2018 Arkansas Plumbing Code, as amended			Ordinance 2407
2018 Arkansas Fuel Gas Code, as amended			Ordinance 2406
2014 Arkansas Energy Code			Ordinance 2209
Property Maintenance Code			Ordinance 1394
Sherwood Zoning Code,			Ordinance 2214
Penalty Ordinance			Ordinance 2154

#### MUNICIPAL REQUIREMENTS/ AMENDMENTS

- " Permit Box must be on jobsite in accessible location having building permit card inside. Inspections, except saw meter, will not be performed without permit box on site.
- Card will be signed off for passed inspections, or correction slips will be left for trade by inspector.
- Permit boxes must be maintained in good repair, weatherproof, and kept free of trash, debris, advertisements, etc.

Address must be posted, clearly visible from street. Inspections will not be performed without properly posted address on site.

Correction notices will be left in permit box by inspector to communicate deficiencies. After deficiencies have been corrected, a new inspection request must be *made*. There will be a \$25.00 re-inspection fee for re-inspections. Re-inspection fees must be paid before Certificate of Occupancy will be issued.

Permits must be pulled individually for each job for Electrical, HVAC and Plumbing Contractors. Only trade contractor holding the permit can request trade specific inspections.

Portable toilet must be furnished until plumbed *toilet* is available for use on job. Portable toilet must be located within 100ft of property *line* of construction site. Builders using off -site portable toilet must have signed affidavit from supplying builder in permit box. Inspections, except saw meter, will not be performed without meeting portable toilet requirements.

Building is not to be occupied or used for storing household items or furnishings before a Certificate of Occupancy is issued following the completion of all inspections.

## INSPECTION INFORMATION

### Inspections Required:

	<u>Responsibility</u>	<u>Note</u>
Saw Meter	Electrician only	Address must be posted on job.
Footing	Builder or trade	Permit box and portable toilet required on job.
Underslab	Plumber only	
Slab	Builder or trade	
Erosion Control	Builder or trade	
Pier	Builder or trade	
Rough Plumbing	Plumber only	
House Gas	Plumber only	
Sewer Service Line	Plumber only	
Rough HVAC	Hvac contractor only	
Rough Electrical	Electrician only	
Rough Fireplace veneer	Builder or trade	Rough fireplace and pre-veneer inspections Pre-are typically performed with framing unless special inspection is requested.
Framing	Builder or trade	Frame inspections are in-the-dry inspections: roof, windows and ext. doors installed. Rough plumbing, rough hvac, and rough electrical inspections must pass before the framing inspection will be performed. Pre-veneer, rough fireplace, and pre-insulation (seal-pack) inspections will occur at framing inspections.
Final Plumbing	Plumber only	
Final HVAC	Hvac contractor only	
Final Electrical	Electrician only	
Final Building	Building contractor only	Final plumbing, hvac, and electrical inspections must pass before the final building inspection will be performed. House should be move-in ready.

Inspection Information - Supplemental: (pg. 1)

Footing Inspection: Footing cavity must be dug to proper dimensions; free of roots, loose fill, or trash; reinforcing bars in place, tied off, and properly supported 2-3" above bottom of footing cavity. Building setback requirements will be checked. Property lines must be clearly identified.

Minimum Footings Required:

Single Story Homes: 12" deep X 15" wide: 2-#4, (1/2"), rebar installed 10-12" apart in lower one-third of footing trench

Two Story Homes: 15" deep X 24" wide: 4-#4, (1/2") rebar, two up, two down

Three Story Homes: 18" deep X 24" wide: 4-#4, (1/2"), rebar, two up, two down

1. Slab Inspection: To be made prior to pouring slab. Footing, underslab plumbing and underslab electrical inspections precede slab inspections. Footing and slab inspections made simultaneously for monolithic pours. Soil termite treatment and vapor barrier required. Wire mesh or fiber-mesh concrete required. Anchor bolts or straps may be dropped in. Embedded plate anchors are required. Masonry foundation walls must be braced where exceeding unbalanced backfill height requirements.

Minimum Slab Requirements:

4" thickness

Soil terminate treatment

Vapor barrier of 6 mil. visqueen

Wire mesh or fiber-mesh concrete

1/2" anchor bolts installed, or to be dropped in. Anchor bolts shall be spaced a maximum of 6ft. on center, and also located within 12H from the ends of each plate section

Masonry foundation walls exceeding unbalanced backfill height requirements must be braced

2. Chimney Inspection: Zero clearance fireplace inspections to be performed before or *at* framing inspection; fireplace and stack must be installed. Clearances, through roof extensions, and firestop inspected. Masonry fireplace inspections to be performed before framing inspection; damper must be installed and accessible for visual inspection before chimney is finished.
3. Framing Inspection: To be made after rough HVAC, plumbing, gas and electrical inspections have been signed off. Pre-veneer and chimney inspection will be made simultaneously unless already inspected by special request. Framing inspection to be made and passed prior to covering work or before insulating.
4. Final Building Inspection: To be made after final HVAC, plumbing and electrical inspections have been signed off. Final fireplace inspection will be made simultaneously. A Certificate of Occupancy will be issued upon completion and signing off of the final building inspection. Building is not to be occupied or used for storing household items or furnishings before a Certificate of Occupancy is issued following the completion of all inspections.

Inspection Information - Supplemental: (pg.2)

ELECTRICAL INSPECTIONS:

1. Rough Electrical Inspection: To be made after all boxes and wiring are installed and connections made. No electrical work, including conduit installations, can be covered prior to rough electrical inspections being performed and installation approved. Conductors shall be of copper for any conductor less than 4/0 diameter
2. Final Electrical Inspection: Installation must be powered. To be made after all fixtures, devices, and appliances are installed and connected.

PLUMBING INSPECTIONS:

1. Underslab Plumbing: To be made before pouring slab after all plumbing to be located under the slab is installed. Water or air test required on building drains. Water service line to be located under footing, or through sleeve below frost line. All pipe and fittings must be exposed for underslab inspection to be performed.
2. Rough-Top Plumbing: To be made after all plumbing located within wall cavities, attics, or foundation spaces are installed. All suspended building drains and piping, and water lines must have a water or air test. All roof penetrations must be made. Nail-guards required where applicable. House gas inspections should be ready for inspection simultaneously.
3. House Gas: To be made simultaneously with Rough-Top Plumbing inspection after all gas piping located within wall cavities, attics, or foundation spaces is installed. Require 25# air test. Gas piping must be grounded at meter having ground rod with minimum 8' ground contact. Sleeve required through masonry. Water heater vent must be installed to check for sizing, application, and clearances. Nail-guards required where applicable.
4. Final Plumbing: House water must be connected and lines pressurized. Sewer must be connected. To be made after all plumbing fixtures are set and operable. Fixtures will be checked for adequate pressure or excessive noise.
5. To be made before final plumbing inspection. Requires adequate fall, bedding, well-constructed connections, and two-way cleanout at connection to structure.
6. Water-Service: To be made before final plumbing inspections. Installation requires pressure regulator. Will check depth to prevent freezing.

HVAC INSPECTIONS:

1. Rough HVAC Inspection: To be made after all duct work, plenums and service lines are installed. Furnaces under roof must be set and vented. Roof penetrations made. Bathroom ventilators must be ducted to above insulation line.
2. Final HVAC Inspection: To be made after all work is completed and the unit is ready to be put in service. Combustion air; gas piping and connections; electrical wiring and connections; access opening; service lighting, walkways, and plan forms, will be checked. Range hood venting will be checked.

Residential Building Code Enforcement for Sherwood  
Summary of Significant Code and Inspection Changes Effective January 1, 2019, 2020, 2021.

1. Curb cuts for driveways must meet City of Sherwood Public Works Infrastructure Standard Details or an approved plan authorized by the City Engineer:
  - a. Curbs for the primary driveway shall be cut in such a manner to ensure the transition from the driveway to the public way (street) provides for smooth ingress and egress of vehicles. Materials and devices placed in front of the curb line to ease this transition are strictly prohibited.
  - b. Curbs shall not be cut in such a manner to affect the natural flow of storm-water in the curb and gutter system. Typically, a minimum 1 ½" lip or swale shall be maintained at the end of the driveway above the height of the street gutter.
  - c. Expansion joints are required between either side of the driveway and any existing or new concrete infrastructure including the street, curb, gutter, or sidewalk.  
- Permitted material includes asphalt impregnated fiberboard, or self-leveling joint sealants, manufactured for this application according to its listing.
2. Drain pipe, drain tile, or gutter terminations cannot extend through the curb, or closer than eight feet (8') to a property line on the lot served, except:
  - a. As approved by the City Engineer or his assigns.
  - b. A standard downspout elbow fitting may terminate a gutter downspout toward a side property line regardless of setback.
3. Adoption of the Arkansas Energy Code for New Building Construction.  
[www.adeq.state.ar.us/energy/](http://www.adeq.state.ar.us/energy/) go to resources, then residential, then energy code

How will this change the inspection process?

- a. To pass a framing inspection, the following energy items will be inspected along with the framing (in the dry) inspection:

**Air barrier.**  
Must have six-sided wall cavities where cavities will contain insulation. Only the sides customarily created by the drywall does not have to be in place at the time of a framing inspection. Includes wall cavities open to attic spaces and behind tub/shower units (batts stapled in place okay for behind tub/shower), and exterior walls comprising any chase, including fireplace chases.  
Seal package (caulking and sealing) must be completed before framing inspection will be signed off.  
Insulation dams must be in place at ceiling level changes and where insulated assemblies connect to uninsulated assemblies (garages and porches, for examples).
- b. To pass a final building inspection, a permanent label must be completely filled out and attached to the electrical panel per the Energy Code. Labels are maintained and available through the Energy Office at (501) 682-7379.

4. Adoption of the 2017 National Electric Code, with Arkansas Board of Electrical Examiner's amendments and City of Sherwood amendment requiring copper conductors for any conductor less than 4/0 or greater diameter.
5. Roof structures having a roof pitch of less than 12/12 supported by or constructed from solid sawnbeams will require support at each end of the ridge-board or ridge beam. Porches featuring open gables constructed from solid sawn members should have a cross-member serving as a rafter tie in the lower 1/3 of the roof triangle, and a kingpost from the cross-member to the ridge-board or ridge beam. Exceptions must be professionally designed by a licensed design professional and a stamped construction detail submitted to the Permit Office before a Certificate of Occupancy will be issued.
6. We will continue to enforce the 2012 building code with the following modification acceptable for installing brick veneer without the through-wall flashing required by R703.7.5.
  - Properly installed air barrier (house wrap).  
15 degree slope on sills and rowlocks, (1/4" of fall per inch), and having silicone sealant or equivalent applied to joint at top of sill or rowlock where thru wall flashing under sill or rowlock is not used. Joint sealant to extend vertically a minimum of 6" where applicable, for example, on both sides of a window frame above a brick window sill.  
Minimum 3/8" diameter weep holes required at maximum 33" on center around foundation perimeter, located above grade and below framing.

7. Only embedded anchor bolts or straps, or alternate code-compliant solutions will be accepted for sole plate attachment to concrete slabs. Drill-in bolts are not acceptable unless documentation is provided verifying code compliance.

Residential Building Code Enforcement for Sherwood  
Summary of Significant Code and Inspection Changes Effective January 1, 2020

1. Like where wall cavities are behind tub and shower units located on an outside wall, wall cavities Located directly behind a fireplace and within a fireplace alcove must be insulated at the time of the seal pack and framing inspections.
2. Insulation dams are required at the end of all insulated ceiling assemblies, including at garages and porches.
3. All piping support spacing for HVAC systems will be inspected according to Table 305.4 of the 2010 Arkansas Mechanical Code, Attached.

Residential Building Code Enforcement for Sherwood  
Summary of Significant Code and Inspection Changes Effective January 1, 2021

1. Expansion joints are required between either side of the driveway and any existing or new concrete infrastructure including the street, curb, gutter, or sidewalk.  
- Permitted material includes asphalt impregnated fiberboard, or self-leveling joint sealants, manufactured for this application according to its listing.
2. Foam insulation shall only be installed according to its listing.
3. Mechanical ventilation is mandatory for all homes having spray foam insulation components in either the wall, ceiling, or roof assemblies.
4. Corrugated stainless steel gas lines (CSST) shall only be installed according to its listing and manufacturer's installation instructions including approved striker protection components.

TABLE 305.4  
PIPING SUPPORT SPACING<sup>a</sup>

PIPING MATERIAL	MAXIMUM HORIZONTAL SPACING (feet)	MAXIMUM VERTICAL SPACING (feet)
ABS pipe	4	10 <sup>c</sup>
Aluminum pipe and tubing	10	15
Brass pipe	10	10
Brass tubing, 1 $\frac{1}{4}$ -inch diameter and smaller	6	10
Brass tubing, 1 $\frac{1}{2}$ -inch diameter and larger	10	10
Cast-iron pipe <sup>b</sup>	5	15
Copper or copper-alloy pipe	12	10
Copper or copper-alloy tubing, 1 $\frac{1}{4}$ -inch diameter and smaller	6	10
Copper or copper-alloy tubing, 1 $\frac{1}{2}$ -inch diameter and larger	10	10
CPVC pipe or tubing, 1 inch and smaller	3	10 <sup>c</sup>
CPVC pipe or tubing, 1 $\frac{1}{4}$ -inch and larger	4	10 <sup>c</sup>
Lead pipe	Continuous	4
PB pipe or tubing	2 $\frac{2}{3}$ , (32 inches)	4
PEX tubing	2 $\frac{2}{3}$ , (32 inches)	10 <sup>c</sup>
Polypropylene (PP) pipe or tubing, 1 inch or smaller	2 $\frac{2}{3}$ , (32 inches)	10 <sup>c</sup>
Polypropylene (PP) pipe or tubing, 1 $\frac{1}{4}$ inches or larger	4	10 <sup>c</sup>
PVC pipe	4	10 <sup>c</sup>
Steel tubing	8	10
Steel pipe	12	15

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm.

a. See Section 301.15.

b. The maximum horizontal spacing of cast-iron pipe hangers shall be increased to 10 feet where 10-foot lengths of pipe are installed.

c. Mid-story guide.