

BUILDING PERMIT APPLICATION
Department of Community Development
City of Saint Charles, Missouri

PERMIT NO.: _____

Today's Date: _____

Same As Permit: _____

Project address _____ Lot _____ Subdivision _____

Contact person _____ Phone No. _____

Email Address _____ Fax No. _____

Estimated cost of construction (\$) _____ Is any portion of this property located within the floodplain? Yes No
 If "yes", have you submitted a Flood Elevation Certificate? Yes No

SUBMITTAL REQUIREMENTS:

Commercial: State Statutes require a Missouri engineer's or architect's seal on all commercial or multi-family plans. Four (4) complete sets of plans, two (2) sets of structural calcs., four (4) site plans with landscape, parking/lighting details, mechanical drawings, etc. are needed at submittal.

Residential: Two (2) complete sets of plans with site plans, truss designs, and mech. drawings, etc. Truss design must have an engineer's seal.

Swimming pools:

Above ground: Two site plans, manufacturer's brochure indicating pool pump is U.L. approved, the name of a City approved licensed electrician.

In-ground: Two site plans, information from the pool manufacturer describing pool construction, the name of a City approved licensed electrician.

BUILDING DATA	TYPE OF WORK	TYPE OF STRUCTURE		
		Residential	Commercial	
Use group	<input type="checkbox"/> Addition	<input type="checkbox"/> Basement Finish	<input type="checkbox"/> Amusement/recreation	<input type="checkbox"/> Miscellaneous
Construction type	<input type="checkbox"/> Demolition	<input type="checkbox"/> Deck	<input type="checkbox"/> Assembly	<input type="checkbox"/> Office/professional
Area (Sq. Ft.)	<input type="checkbox"/> Exterior Alteration	<input type="checkbox"/> Garage/Carport	<input type="checkbox"/> Bank	<input type="checkbox"/> Parking garage
Width	<input type="checkbox"/> Fire Damage Repair	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Bar	<input type="checkbox"/> Restaurant
Depth	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Pergola	<input type="checkbox"/> Car wash	<input type="checkbox"/> Retail/commercial
Stories	<input type="checkbox"/> Flood Damage Repair	<input type="checkbox"/> Pool (Above Ground)	<input type="checkbox"/> Church	<input type="checkbox"/> Service station
Basement	<input type="checkbox"/> Interior Alteration	<input type="checkbox"/> Pool (In-Ground)	<input type="checkbox"/> Hotel - # of rooms ____	<input type="checkbox"/> Shed
Garage	<input type="checkbox"/> Interior Finish	<input type="checkbox"/> Single-Family	<input type="checkbox"/> Industrial	<input type="checkbox"/> Tower or antenna
	<input type="checkbox"/> New Construction	<input type="checkbox"/> Shed	<input type="checkbox"/> Institutional	<input type="checkbox"/> Warehouse
	<input type="checkbox"/> Repair/Replacement	OTHER:		
Fire Sprinkler: Yes / No	<input type="checkbox"/> Retaining Wall			
Fire Alarm: Yes / No	<input type="checkbox"/> Solar Panels			

PROPERTY OWNER (PLEASE PRINT)

Name _____ Address _____

LICENSED CONTRACTORS: (PLEASE PRINT)

City ordinances require that the general contractor, electrician, plumber, and HVAC contractor be licensed and bonded with the City.

Company Name

Address

Phone

Builder _____

Arch/Eng _____

Electrician _____

Plumber _____

Drainlayer _____

HVAC _____

Fire Sprinkler _____

Fire Alarm _____

I certify that I am the owner in fee or agent authorized to apply for this permit, that I have contracted with the electrical, plumbing, HVAC, and general contractors regarding performing the work, and the cost estimates herein are true and correct, to the best of my knowledge.

Date Received Stamp

SIGNATURE OF APPLICANT _____