

Commercial Building Permit Application

12325 Manchester Road, St. Louis, MO 63131

(314) 835-6130

www.desperemo.org/240/Permit-Requirements-Forms-and-Inspection



PROJECT ADDRESS _____

THIS APPLICATION MUST BE ACCOMPANIED BY TWO (2) SETS OF COMPLETE SEALED PLANS. INCOMPLETE APPLICATIONS OR PLANS WILL NOT BE REVIEWED BY THE DEPARTMENT. APPLICANTS MUST OBTAIN MECHANICAL, ELECTRICAL, PLUMBING PERMITS FROM THE ST. LOUIS COUNTY DEPARTMENT OF PUBLIC WORKS PRIOR TO COMMENCING CONSTRUCTION.

Project Type:

- New Building over 50,000sqft New Building under 50,000sqft Accessory Structure
- Commercial Addition Commercial Interior Alteration Interior Demolition only
- Parking Lot Modification Commercial Retaining wall

Applicant: Property Owner Occupant Contractor Architect Other: _____

Name: _____ Phone: _____

Address: _____ City, State, Zip _____

E-Mail: _____

Property Owner Information (If different from above):

Name: _____ Phone: _____

Address: _____ City, State, Zip: _____

E-Mail: _____

DESCRIPTION OF WORK: _____

Sq. Ft: _____ Value of Construction: _____

No building or structure can be occupied or used for any purpose whatsoever until the **OCCUPANCY PERMIT** has been issued by this department.

Office Use Only:

APPROVED BY: _____ **PERMIT #:** _____

Permit Fee \$ _____ + \$150.00 zoning review + \$ _____ deposit = _____ Total

Notified for pick-up on _____ Phone Voicemail E-mail

Final inspection for refund Approved or Denied on _____

Release bond to finance on _____ Check# _____

FIRE PERMIT APPLICATION



- Two complete sets of sealed plans
- This form only required if not included in building permit

PROJECT ADDRESS _____

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PROPERTY INFORMATION		
PROJECT ADDRESS:	SUITE:	
BUSINESS NAME:		
APPLICANT INFORMATION		
BUSINESS NAME:		
ADDRESS:	CITY/STATE:	
CONTACT NAME:	PHONE:	
EMAIL ADDRESS:		
Are you the: Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Architect <input type="checkbox"/>		
TYPE OF WORK		
<input type="checkbox"/> Alteration	<input type="checkbox"/> Hood Suppression	<input type="checkbox"/> Sprinkler System
<input type="checkbox"/> Fire Alarm System	<input type="checkbox"/> New Construction	<input type="checkbox"/> White Box
<input type="checkbox"/> Fire Repair	<input type="checkbox"/> Shell	<input type="checkbox"/> Other _____
PROJECT INFORMATION		
EST COST OF CONSTRUCTION:	SQ FT:	

I certify that I am authorized to apply for this permit and all information herein to my knowledge is correct. I understand work cannot commence until this permit has been approved and issued.

Applicant signature: _____

Date: _____

Office Use Only:			
APPROVED BY: _____	PERMIT #: _____	Permit Fee \$ _____	
Notified for pick-up on _____	<input type="checkbox"/> Phone	<input type="checkbox"/> Voicemail	<input type="checkbox"/> E-mail

REQUEST FOR STREET & DEVELOPMENT DEPOSIT REFUND

Permit #: _____

Project Address: _____

Upon final inspection of the above project, please refund my deposit in the amount of \$ _____

(Name - this is who the refund check is made out to - please use business name, if applicable.)

(Address)

(City) (Zip Code)

(Phone #)

SECTION 6-114: STREET & DEVELOPMENT DEPOSITS

A development deposit is required for **all permits** to guarantee that the construction process does not become detrimental to neighboring properties and/or the community in general. All such permits are subject to limitations and restrictions on construction activities, including but not limited to:

- (1) No permit holder shall deposit mud, rocks or other foreign matters onto any public or private street or right-of- way.
- (2) No permit holder shall damage any public or private street, sidewalk, utility facility or private property.
- (3) No permit holder shall permit the accumulation of any junk or debris on the premises.
- (4) No permit holder shall be permitted to create any public or private nuisance relating to odors, noise, dust or lighting.
- (5) No permit holder shall be permitted to work outside the normal construction hours of 8:00 A.M. to 6:00 P.M. Monday through Saturday. (Construction hours are extended to 7 AM between Memorial Day & Labor Day)
- (6) No permit holder shall permit surface water to flow onto adjoining properties in any greater amount than had been the case prior to the start of construction.
- (7) No permit holder shall permit any mud or silt to flow or be deposited on any adjoining property.
- (8) Any mud or silt which may accumulate on adjoining property must be removed within twenty-four hours.

If it is determined that the applicant has either damaged or deposited foreign matter onto a public street or right-of-way, the city shall deduct the cost of cleaning or repairing such street or right-of-way from the deposit amount. The city shall also withhold any partial or full refund of the deposit amount of the applicant is in violation of any of the construction limitations outlined in this section. Such deposit shall not be refunded except upon certification that the project has been completed.

I have read the above information and understand the purpose and conditions of the street deposit.

(Signature)

(Date)