

**APPLICATION DATE:** \_\_\_\_\_ **EXPIRATION DATE:** \_\_\_\_\_

## APPLICATION FOR BUILDING PERMIT

**Address of Work:** \_\_\_\_\_ **Planned Start Date:** \_\_\_\_\_

**Estimated Cost of Project: \$** \_\_\_\_\_ **Residential** \_\_\_\_\_ **Commercial** \_\_\_\_\_

Check one: ( ) Owner ( ) Contractor

**Applicant:** \_\_\_\_\_ **E:mail:** \_\_\_\_\_

**Applicant's Address:** \_\_\_\_\_ **City/State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Applicant's Phone:** ( ) \_\_\_\_\_ **Cell:** ( ) \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Owner/Contractor (if different from applicant):** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City/State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** ( ) \_\_\_\_\_ **Cell:** ( ) \_\_\_\_\_

**Signature:** \_\_\_\_\_

**TYPE OF WORK TO BE PERFORMED (CHECK ALL THAT APPLY)**

Type	Permit – Type of Work
<input type="checkbox"/>	Roof -New Construction Or Replacement/Repair
<input type="checkbox"/>	Driveway/Walkway- New Construction Or Replacement
<input type="checkbox"/>	Driveway Apron/Adjoining Sidewalk Replacement Or Concrete Patio
<input type="checkbox"/>	Deck/Patio Cover - New Construction Or Replacement
<input type="checkbox"/>	Tool Shed/Storage Shed -New Construction Or Replacement ( <i>concrete pad/piers required</i> )
<input type="checkbox"/>	Retaining Wall -New Construction Or Replacement
<input type="checkbox"/>	Fence- New Construction Or Replacement
<input type="checkbox"/>	Concrete Steps - New Construction Or Replacement
<input type="checkbox"/>	Detached Garage Or Swimming Pool- (circle one) - New Construction Or Replacement
<input type="checkbox"/>	Room Addition- New Construction
<input type="checkbox"/>	Interior Changes- New Construction Or Replacement And Changes
<input type="checkbox"/>	Signs (Commercial District)
<input type="checkbox"/>	Demolition (must have all utilities disconnected)
<input type="checkbox"/>	Excavation (Public or Private)
<input type="checkbox"/>	St Louis County Public Works must issue certain permits pertaining to Mechanical (HVAC), Electrical, and Plumbing. Check with City Hall staff before beginning any projects.

**Building Commissioner/Building Inspector Remarks:** \_\_\_\_\_

**DOCUMENT CHECKLIST**

- Copy of contract containing owner's and contractor signatures. Provide two (2) sets of plans with application for a work
- Property survey required for all work *except* replacement of existing driveways and walkways.
- Provide drawings, hand sketch or architectural drawing to scale showing all elevations, describing work to be performed and cost of project.
- We accept : Cash, Check or Money Order: Make Check and Money Orders payable to: **City of Bel-Nor**

**IT MAY TAKE UP TO FIVE (5) WORKING DAYS FOR A PERMIT TO BE ISSUED: PLAN YOUR PROJECT ACCORDINGLY**

**DO NOT WRITE BELOW THIS LINE**

**FEES:** Plan Review \$ \_\_\_\_\_ No. of Inspections: \_\_\_\_\_ Inspection \$ \_\_\_\_\_

Type of Inspections Required: \_\_\_\_\_

Inspector's Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Building Commissioner's Approval \_\_\_\_\_ Date: \_\_\_\_\_

**PAYMENT SECTION**

**Admin. Fee:** \$ \_\_\_\_\_ **Total Fees Paid:** \$ \_\_\_\_\_ **Receipt No.** \_\_\_\_\_

**Clerk's Initials:** \_\_\_\_\_ **Permit #:** \_\_\_\_\_