

City of St. Paul, Missouri  
2300 St. Paul Road  
St. Paul, Missouri 63366

## Building Permit Application

Site Address \_\_\_\_\_

Owner/Occupant \_\_\_\_\_

Contractor \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

**Please indicate phone number to call when permit is ready to be picked up**

This permit will be paid by:

Owner

Contractor

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### Building Site Information

Subdivision Name \_\_\_\_\_

Lot # \_\_\_\_\_

Parcel \_\_\_\_\_

Lot Size \_\_\_\_\_

# of Dwelling Units \_\_\_\_\_

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✓ **(All that Apply) Information on Building:**

**Type of Improvement:**

Commercial

Residential (1 or 2 – Family Dwelling)

New Building

Addition

Remodel/Repair or Modification/Alteration

Attached Garage

Detached Garage

Finished Basement

Attached Sign

Deck

Carport

Pool

Detached Sign

New Electrical Service

Upgrade Existing Service

Amps. \_\_\_\_\_

**System Modifications**

Electrical

Mechanical

Plumbing

Water/Sewer

Excavation

Demolition

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✓ **(All that Apply) Structure Information:**

\_\_\_\_\_ No. of Bedrooms

\_\_\_\_\_ No. of Bathrooms

\_\_\_\_\_ No. of Stories

Basement

Crawl Space/Finished Basement

Garage

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**Conditions of Permit Application:**

All necessary information by the Code Official shall be provided to insure for a complete plan review of my proposed project. Approval of construction documents does not release the builder from complying with all codes and ordinances adopted by the City of St. Paul. All non-residential construction requires a Missouri-registered Architect and/or Engineer's Seal on all plans. Our department must approve all changes from the approved construction documents. The permit shall be valid for one year and shall become invalid if the authorized work is not commenced within six months after the time of issuing the permit. I certify I have read and fully understand these conditions.

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Date

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## Building Permit Information Required Plans

**Residential:** Please submit two (2) complete sets of the following:

**Commercial:** Please submit two (2) complete sets of the following:

**Note:** Commercial plans are required to be signed and sealed by a State of Missouri Registered Architect and/or Registered Engineer. Commercial plans will also require plumbing, electrical, mechanical and structural plans.

- Site Plan:** An outline of the property showing all property lines with dimensions. Also provide building location on the property with dimensions of the building footprint and dimensions from the building line to the property line.
- Electrical & Mechanical Specification Sheet:** Fill out application.
- Footing and Foundation Plan:** Show footing and foundation of building and also beam and pier location, size and spacing.
- Floor Plan:** Label all rooms and include dimensions. Also show window locations and kitchen and bath layout.
- Wall Section:** Show typical section from footing through roof and label all materials and spacing.
- Elevation:** Show at least a front and right side view of home.

**\*\*\* Office Use Only \*\*\***

**Zoning Information**

Zoning \_\_\_\_\_ Setbacks: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_

**Plan Review Information**

Use Group \_\_\_\_\_ Type of Construction \_\_\_\_\_ Estimated Cost \_\_\_\_\_

Bldg/Dwelling SF \_\_\_\_\_ Garage SF \_\_\_\_\_ Unfinished Basement SF \_\_\_\_\_

Finished Basement SF \_\_\_\_\_

Reviewed By \_\_\_\_\_ Date \_\_\_\_\_ Flood Plain \_\_\_\_\_

**Permit To:** \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_

Sewer Connection/Tap Fee (if applicable) \$ \_\_\_\_\_

Excavation Permit Fee (if work in City R/W) \$ \_\_\_\_\_

**Total Fees** \$ \_\_\_\_\_

