



## *Demolition Permit Application* (One permit per building)

1. Site/Location/Address: \_\_\_\_\_ Ste or Lot # \_\_\_\_\_  
 Subdivision: \_\_\_\_\_ Land Use: Residential or Commercial (circle one)
2. Owners Name: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Address: \_\_\_\_\_ Cell #: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Code Compliance Certification: I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, I have read, understand and will comply with all the provisions outlined hereon and the St. James City Code. I further understand and will comply with the developer responsibilities listed below.

4. Responsibilities of the Developer:
- a. Contact and make application to MoDNR if development will require SWPPP, Erosion Control or Infrastructure.
  - b. Contact and make application to USACE if development will impact USACE controlled waterway.
  - c. Notify and make application with Public Works if excavation of a city street will be required for utility disconnect.
  - d. Demolition Debris must be disposed of properly at a landfill or transfer station. Disposal tickets must be available for review.
  - e. Utilities must be disconnected in accordance with the St. James City Code.
  - f. Lot must be leveled, seeded and mulched within five days of demolition.
  - g. Keep mud and debris off City & State ROW. You will be notified of any infraction(s).
  - h. Toilet facilities must be available on site.
  - i. **BEFORE YOU DIG**: Call 811 or go to [www.mocall.com](http://www.mocall.com) at least three days before you dig for utility locates.

Owner/Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 GC Point of Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

5. Contractor Business Information:

Contractors Business Name / Address	Contractor Contact	Business Lic#	Work Phone	Cell Phone
(Demo)				

\*Notice: **ALL** Contractors and Builders must obtain a Business License at St. James City Hall prior to beginning any work on the site.

6. Demolition Requested:  
 Comments/Description of Structure to be demolished if more than one structure is on the lot: \_\_\_\_\_  
 \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_



## Demolition Permit Approval

*This section to be completed by applicant:*

Site/Location/Address: \_\_\_\_\_ Ste or Lot # \_\_\_\_\_

Land Use: Residential or Commercial (circle one)

Owners Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ Cell #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Additional Requirements or Conditions of Approval:

1. Utilities must be disconnected in accordance with the St. James City Code.
2. Lot must be leveled, seeded and mulched within five days of demolition.
3. Demolition Debris must be disposed of properly at a landfill or transfer station. Disposal tickets must be available for review.
4. Notify and make application with Public Works if excavation of a city street will be required for utility disconnect.
5. Keep mud and debris off City & State ROW. You will be notified of any infraction(s).
6. Other: \_\_\_\_\_

**BEFORE YOUR DIG:** Call 1-800-344-7483 or 811. To request electronically, go to [www.mocall.com](http://www.mocall.com) at least three days before you dig to have all utilities located on your site.

a. Fee Calculations:

Demolition Flat Fee (\$25) \$\_\_\_\_\_ .00

b. Permit Approval Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Demolition START no later than Date (plus six months): \_\_\_\_\_ Date: \_\_\_\_\_

Demolition COMPLETION no later than Date (plus 2 years) \_\_\_\_\_ Date: \_\_\_\_\_

*NOTICE: This permit is issued in accordance with applicable City Code, Owner/Agent Permit Application and is to be demolished and disposed of in accordance as requested. Any deviation from the approved application and any Conditions of Approval or Protective Restrictions must be submitted to the City for Approval prior to.*

Approved By: \_\_\_\_\_ **Permit #** \_\_\_\_\_

Any questions regarding the issuance of this permit are be directed to City of St James Code Enforcement at 265-7011.

