



CITY OF ST. JAMES REMODEL/ADDITION/ACCESSORY STRUCTURE BUILDING PERMIT APPLICATION

Site/Property Information

App. Date _____ Street Address _____ Subdivision _____

Lot # _____ Zoning _____

Owner(s) Information

Name _____ Street Address _____

City _____ State _____ Zip _____ Phone _____

E-Mail _____

Contractor Information

Name/Company _____ Business Lic. # _____

City _____ State _____ Zip _____ Phone _____

E-Mail _____

Required Information

Current Use

- Single Family
- Two Family
- 3+ Family
- Commercial

Work to Be Done

Addition (Sq. Ft.):	Shed/Storage (Size):
Garage (Attached/Unattached):	Porch/Deck (Size):
Carport (Size):	Awning/Roof Extension (Size):
Electrical Upgrade:	Sewer Upgrade/Repair:
Pool (Height/Gal):	Other:

Additional Information

Front Setback		Projected Start Date	
Side Setbacks		Projected Completion	
Rear Setback		Estimated Project Cost	
Lot Area (Sq. Ft.)		Other	

Electrical

Number of Additional Outlets: _____ 110v _____ 220v Total Service Amps: _____

Water/Sewer

If a new water/sewer tap is needed, there is a \$50 per tap fee plus cost of materials. If the water/sewer main is located in a public right of way such as a street, a street excavation permit must be obtained along with a \$100 non-refundable fee and a \$500 refundable deposit.

Scope of Work:

Notes

The City of St. James has adopted the 2015 ICC Building Codes as well as 2014 NEC (Electric Code). All construction must conform to any and all City Codes. All permits must be paid in full before issuance. Utility tap fees, utility deposits and road excavation permits must be paid in full before connection of any utilities. All applications submitted must, at the very least, include a sketch drawing. Some applications may require engineered plans. Each primary structure must be placed on a single lot without crossing lot lines. Please schedule footing/foundation inspections 24 hours in advance. For help or more information, contact the Code Official at 573-265-7011 Ext. 130, nbrowne@stjamesmo.org or the Public Works Director at 573-265-7011 Ext. 200.

I hereby certify that I am the owner of record of the named property, or that the work is authorized by the owner of record and that I have been authorized by the owner to make this application as his or her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official or other authorized representative of the City of St. James shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit. I also understand that I, along with all parties involved, are responsible for assuring that inspections are scheduled as necessary, and a representative must be present at all scheduled inspections. Failure to meet these requirements may result in a Stop Work Order and or a fine(s) as outlined in the regulations and ordinances of the City of St. James.

Signature of Applicant	Address	Phone Number
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Responsible Person in Charge of Work, Title	Phone Number
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You may choose to fill out and scan/e-mail this application to nbrowne@stjamesmo.org



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STRUCTURE BUILDING PERMIT APPLICATION**

A large, empty grid of small squares, intended for architectural sketches or drawings related to the permit application.

USE FOR SKETCHES OR DRAWINGS