



CITY OF BEL-NOR - 8416 NATURAL BRIDGE - BEL-NOR, MO 63121

(314) 381-2834 PHONE - (314) 381-2263 FAX

EMAIL: cityclerk@cityofbelnor.org WEBSITE: cityofbelnor.org

APPLICATION DATE: _____ **EXPIRATION DATE:** _____

APPLICATION FOR BUILDING PERMIT

PLEASE PRINT – ALL BLOCKS MUST BE COMPLETED!

Address of Work: _____ Planned Start/Complete Dates _____

Estimated Cost of Project: \$ _____ Residential _____ Commercial _____

Check one: () Owner () Contractor

Applicant: _____ email: _____

Address: _____ City/State: _____ Zip _____

Applicant's Phone: () _____ Cell: () _____

Signature _____ **Email** _____

Owner/Contractor (if different from applicant): _____

Phone: () _____ Cell: () _____

Signature _____ **Email** _____

TYPE OF WORKED TO BE PERFORMED (CHECK ALL THAT APPLY)

Type	Permit – Type of Work (Plans are Required for all New Construction or Major Replacement Projects)
	Roof - Replacement/Repair
	Driveway/Walkway - New Construction or Replacement
	Driveway Apron/Adjoining Sidewalk Replacement
	Deck or Concrete Patio - New Construction or Replacement
	Patio Cover - New Construction or Replacement
	Tool Shed/Storage Shed - New Construction or Replacement (<i>concrete pad/piers required</i>)
	Retaining Wall - New Construction or Replacement
	Fence - New Construction or Replacement
	Concrete Steps - New Construction or Replacement
	Detached Garage - New Construction or Replacement
	Swimming Pool or In-Ground Spa/Hot Tub - New Construction or Replacement
	Room Addition - New Construction
	Signs (Commercial District)
	Demolition (must have all utilities disconnected)
	Excavation (Public or Private) – separate form P-3 required if in City Right-of-Way
	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. Call 314-615-5184 for information.

Building Commissioner/Building Inspector Remarks: _____

DOCUMENT CHECKLIST

- If this is a rental property, the tenant must furnish proof that the owner agrees to this project.**
- Copy of contract or work scope containing **owner, tenant** and contractor signatures. Provide two (2) sets of plans with application.
- Property survey required for all work near property lines *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. Admin and Plan Review Fees are non-refundable in the event the permit is never executed.**

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 #: _____ Date: _____

