

The City of Green Park



Application Date: _____

Application No.: _____

Fee: \$ _____

-- COMMERCIAL BUILDING PERMIT APPLICATION --

New Construction or Addition \$150 Alteration or Tenant Finishing \$85

Information Concerning Applicant: Applicant hereby submits the following information concerning the proposed site:

Business Name: (Under which business will operate)

_____ Address of Property _____ City _____ State _____ Zip Code

() _____ () _____
_____ Phone Number _____ Fax Number _____ Internet or Email Address

Mailing Address (If different than above)

_____ Address _____ City _____ State _____ Zip Code

() _____ () _____
_____ Phone Number _____ Fax Number _____ Email Address

Legal Name of Business: _____
(Provide full legal name of business)

If Corporation/Legal Entity – Charter Number: _____ State of Incorporation: _____

_____ Contact Person / Officer _____ Title

_____ Address _____ City _____ State _____ Zip Code

() _____ () _____
_____ Phone Number _____ Fax Number _____ Email Address

Name of Property Owner: _____

_____ Address _____ City _____ State _____ Zip Code

() _____ () _____
_____ Phone Number _____ Fax Number _____ Email Address

Lot locator number: _____ Zoning: _____

Occupancy Permit Number: _____ Date Issued: _____

Information concerning work to be performed:

Contractor Name: _____

_____ Address _____ City _____ State _____ Zip Code

() _____ () _____
_____ Phone Number _____ Fax Number _____ Email Address

Architect or Engineer Name: _____

Address		City	State	Zip Code
()	()			
Phone Number	Fax Number	Email Address		

Detailed description of type of new, alteration, or addition to be made: *(Attach additional sheets if more space is needed)*

Detailed description of nature of business, organization or trade: *(Attach additional sheets if more space is needed)*

Estimated cost of total improvement: \$ _____

The applicant shall submit six (6) copies of the following information:

- Site plans / plot plans showing existing buildings.
- Engineering and/or architectural plans and specifications for work to be performed. The plans shall be sufficiently detailed to allow the determination of compliance with all relevant City Codes, ordinances and regulations and shall show the proposed site improvements, including all new construction, and reconstruction, structural alteration or repair of existing structure.

General Requirements:

- Construction / Alteration shall comply with all pertinent Sections of the City's other technical codes.
- Construction / Alteration shall comply with all applicable provisions of the Building Code.
- For any public improvement greater than \$50,000. The applicant shall file a performance bond or escrow agreement to cover the cost of completion of improvements with the City Clerk in a form and with a company approved by the City Attorney.
- Application for permit will expire 12 months from the date of issuance unless extended by the City of Green Park in writing.
- Application must be made with St. Louis County after receiving approval from the City of Green Park.*

Representation Concerning Authority & Compliance with Laws:

I am authorized by the Applicant to sign on his/her/its behalf and have read this application in its entirety. The information contained herein is true, and correct and complete to the best of my knowledge, information, and belief.

Applicant hereby represents that the business conducted by Applicant does not and will not violate any ordinance of the City of Green Park and now complies and will continue to comply fully with the laws of the State of Missouri. Applicant acknowledges that failure to truthfully complete this application or failure to comply with all laws may result in revocation of this permit.

Signature of Principal Officer

Date

Print Name

City Use Only

Building Permit Application: Approved Conditionally Approved Disapproved

Comments/Conditions:

A Building Permit is required from St. Louis County.

Building Commissioner

Date

City Administrator

Date

St. Louis County Permit Number: _____

Date Issued: _____

Green Park Permit Number: _____

Date Issued: _____

-- MUNICIPAL ZONING APPROVAL FOR PERMIT APPLICATION --

To: Department of Public Works
Code Enforcement Division
St. Louis County Government Center
41 South Central Avenue
Clayton, MO 63105

From: *The City of Green Park*
11100 Mueller Road, Suite 6
Green Park, MO 63123-6945

Green Park Application No.: _____

Project Information:

Business Name: _____

Address of Property City State Zip Code
() ()
Phone Number Fax Number Lot Locator Number

Name of Business Owner and/or Name and Title of Company Officer for above business:

Name Title

Address City State Zip Code

Name of Property Owner: _____

Address City State Zip Code

Description of Work: _____

Zoning Approval:

City of Green Park Zoning: _____ Project Located in a Flood Plain: Yes No

*Approved by: _____ Date: _____

Title: _____

*For Municipalities that also contract for Land Disturbance Code enforcement, Zoning Approval includes municipal approvals for municipal and private roadways (proposed and existing), flood plain management regulations, applicable private storm conveyance and/or control system regulations, collection and administration of site development escrows, and other applicable municipal laws and regulations.

Note: Applicants for building and/or land disturbance permits must submit this form together with four (4) copies of the site plan approved, signed and dated by the Municipal Official to St. Louis County, Department of Public Works in order to obtain the permit. Applicants may file their application for permit with the county to start the County's review process while they finalize obtaining their Municipal Zoning Approval; however, the permit will not be issued until the Zoning Approval is received. Applicants should verify that the use and building/parking lot configuration on the site is approvable by the Municipality before submitting to the County.

St. Louis County Permit Application Number (if known): _____

-- RETURN COMPLETED FORM TO THE CITY OF GREEN PARK --