

CITY OF PACIFIC

Permit Application

300 Hoven Dr, Pacific, MO 63069

636-271-0500 ext 221

www.pacificmo.gov



Instructions: Submit fully completed application along with two sets of required plans and information plus the non-refundable application fee to City of Pacific Building Department (\$25 Residential Fee, \$50 Commercial fee)

Permit fees are determined by the Building Commissioner and/or Building Inspector during the review process and are due upon permit pick up.

Property Owner Information:

Property Owner's Name

Property Owner's Address

Property Owner's Phone/Cell #

E-mail

Applicant Information:

Applicant Name

Applicant Address

Applicant Phone/Cell #

E-Mail

Building Site Information:

Site Address

Lot #

Subdivision Name

Is Property In Flood Plain

☐

Yes

☐

No

(If yes then must fill out a flood plain permit)

Type of Improvement (check all that apply)

☐

New Building

☐

Addition

☐

Swimming Pool

☐

Fence

☐

Demolition

☐

Plumbing

☐

Special Events

☐

Mechanical

☐

Deck

☐

Electrical

☐

Modification, Alteration, Repair, Remodel

Description of work:

Has Construction Started

☐

Yes

☐

No

Structure Type and Information (check all that apply)

Residential

☐

Single Family Dwelling

☐

Two Family Dwelling

☐

Multi Family Dwelling

☐

Deck- Size _____

☐

Garage

☐

Accessory Building (Shed)

☐

Swimming Pool

☐

Other _____

Non Residential

☐

Tower/Antenna

☐

Commercial Building

Current Use: _____

Prop. Use: _____

Project Cost _____

Frame

☐

Wood

☐

Structural Steel

☐

Other _____

Roof

☐

Metal

☐

Asphalt Shingle

☐

Wood Shake

☐

Other _____

Dimensions

Bedrooms _____

Baths _____

of Stories _____

Square Feet _____

Electrical Services

Amps _____

Premise # _____

Contractor Information:

General Contractor Name

Business License #

Mailing Address

Phone #

E-mail

	Company Name	Mailing Address	Phone #
Electrical			
Mechanical			
Plumbing			
Other			
Other			

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, if a permit for work described in this application is issued, I certify that the Building Commissioner or his/her authorized agent or representative shall have the authority to enter areas covered by such permit at any reasonable hours to enforce the provision of the code(s) applicable to such permit. I certify that, together with the plans and specifications submitted to this jurisdiction, this application shows a true representation of the work to be accomplished under the permit. It is understood that any deviations from the original documents, unless approved by the Code Official in written amendment to this permit, will render this permit invalid. The undersigned further agrees to comply with all City of Pacific building and zoning laws and regulations pertaining to the work and agrees at any time to make all changes required by the Building Commissioner or his authorized representative necessary to comply with these laws. I further understand and agree that issuance of a permit for this work grants no property interest of any kind and shall not be construed as authority to violate, cancel or set aside any of the provisions of the building and zoning laws and regulations of the City of Pacific or any other applicable code or regulation of the City.

Signature of Owner

Signature of Applicant/Agent (if different from owner)

OFFICE USE ONLY

Permit #

Processing Fee: \$

Building Review

Parcel #

Const. Type

Use Group

House SF

Date Reviewed

FB/UFB

Garage

Est Cost

PRMT Cost

Zoning Review

Zoning

Front

Rear

Side

C/C

Lot Size SF

P/Spaces

Flood Yes

No

FP Zone

Date Reviewed

Reviewed By

Check

Cash

C/C

Section 500.335.ScheduleABuildingDepartmentFees[Ord.No.3023§1,8-1-20171;Ord. No. 3252,3-2-2021;Ord. No. 3315,3-1-2022]

Processing Fees

Processing fee, Residential (One- and Two-Family)	\$25.00
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Processing fee, Commercial, Industrial, Multi-Family	\$50.00
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The processing fee shall be applied to all permit applications, with the exception of Residential and Commercial Occupancy permit applications. The processing fee shall be non-refundable.

New construction

New construction, residential	\$4.00 per \$1,000.00 construction cost
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New construction, non-residential	\$6.00 per \$1,000.00 construction cost
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Construction cost shall be figured by the Building Official and shall be based on the most recent Building Valuation Data then in effect as published by the International Code Council.

Contracted services

The City at all times reserves the right to engage independent contractors to perform plan review, building inspection and related services. The costs of these services, if required, shall be assessed to the applicant and made part of the permit fee.

Occupancy Permit fees

Occupancy Permit, Residential: Original Inspection or Re-Inspection

Occupancy Permit, Non-Residential: Original Inspection or Re-Inspection	\$50.00, One- and Two-Family; \$25.00 Multi-Family
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Minor Additions/Remodels	\$50.00
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Minor addition or remodel < 500 square feet

Minor addition or remodel, 500 to 1,499

square feet	\$100.00
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Minor addition or remodel, 1,500 square feet and above	\$200.00
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0

\$250.00

0

1. Editor's Note: Former Article XII, Schedule of Fees, containing Sections 500.335— 500.400 was replaced by Ord. No. 3023.

Minor Additions/Remodels

"Minor additions" shall be defined as construction no larger than two thousand five hundred (2,500) square feet of floor area for commercial, industrial and multi-family buildings, and no larger than one-half (1/2) of the floor area of existing single- and two-family residential buildings.

Demolition**Demolition permit**

Demolition deposit	Fifty dollars (\$50.00) per five hundred (500) square feet
	Manufactured home: one thousand dollars (\$1,000.00)
	Structure less than two hundred (200) square feet in area: zero dollar (\$0.00)
	Structure two hundred (200) square feet to one thousand (1,000) square feet in area: one thousand dollars (\$1,000.00)
	Structure more than one thousand (1,000) square feet but less than one thousand five hundred (1,500) square feet in area: two thousand dollars (\$2,000.00)
	Structure more than one thousand five hundred (1,500) square feet in area: four thousand dollars (\$4,000.00)

Other Fees

Appeals	(Board of Adjustment) \$200.00
Decks	\$50.00 first 200 Square Feet + \$5.00 per 100 Square Feet thereafter, max 1,000 Square Feet
Accessory building	\$50.00 first 200 Square Feet + \$5.00 per 100 Square Feet thereafter
Porch (not enclosed)	\$75.00
Temporary pole, electric	\$30.00
Electrical permit, residential	\$40.00
Electrical permit, non-residential	\$80.00
Electric service inspection, residential	\$40.00
Electric service inspection, non-residential	\$80.00
Fence permit	\$15.00

Other Fees			
Mechanical permit, residential Mechanical	\$40.00	\$80.00	\$120.00
permit, non-residential Mobile Home, new	\$50.00	\$120.00	\$40.00
Mobile Home Park (existing pad) Mobile Home	\$80.00	\$25.00	\$60.00
Park (existing pad and electric) Plumbing,	\$30.00	\$150.00	\$80.00
residential Plumbing, non-residential Site	\$160.00	\$50.00	\$1.25
inspection Swimming Pool (above ground,	per	sprinkler	head
permanent) Swimming Pool (temporary or	\$40.00	1/2	original
seasonal) Swimming Pool (in-ground)	permit fee		
Temporary structure w/o electric Temporary			
structure w/ electric Retaining wall >4 feet in			
height Sprinkler Head Additional			
inspection/re-inspection Permit renewal			
Grass Cutting Fees			
Total administrative costs			
Grass cutting contractor fee			
Total cost per incident			

	\$175.00
	\$125.00
	\$300.00