

Town of Grantwood Village

1 Missionary Ridge · Saint Louis, Missouri 63123
T: 314-842-4409 · F: 314-842-8837 · E: Trustees@GrantwoodVillage.us
www.grantwoodvillage.us

Zoning Permit Application

Date: _____

Applicant Name: _____

Phone: _____

Property Owner: _____

Email: _____

Property Address: _____

Type of work: New Construction Addition Alteration Interior Finish Replacement
 Fire / Storm Damage Repair Demo Excavation or Grading

Description of project: _____

PLEASE INCLUDE THE FOLLOWING WITH YOUR BUILDING PERMIT APPLICATION:

Email all information to: trustees@grantwoodvillage.us

_____ 1 SET OF ELECTRONIC PLANS

- ST LOUIS COUNTY IS ALL DIGITAL FOR PLAN SUBMISSION
- FENCE PERMITS REQUIRE A SITE PLAN SHOWING BOUNDRY LINES AND LOCATION OF PROPOSED FENCE ALONG WITH CATALOG CUTSHEETS SHOWING TYPE OF PROPOSED FENCE.
- A SITE PLAN IS REQUIRED FOR ANY WORK DONE TO THE EXTERIOR OF HOME. THE SITE PLAN SHALL HAVE DIMENSIONS OF NEW CONSTRUCTION AND DIMENSIONS TO PROPERTY LINES SITE PLANS SHALL SHOW WATER RUN-OFF FLOW. ALL PLANS ARE TO BE LEGIBLE AND DRAWN TO SCALE.

_____ COPY OF CONSTRUCTION CONTRACT WITH ESTIMATED COST OF CONSTRUCTION

_____ NAME OF CONTRACTOR AND ALL SUB-CONTRACTORS (Attach additional pages if necessary)(ALL WILL REQUIRE A GRANTWOOD VILLAGE BUSINESS LICENSE)

_____ PERMIT APPLICATION FEE OF \$25.00 SUBMITTED WITH APPLICATION

_____ PERMIT FEE PAYABLE UPON PERMIT APPROVAL (SEE GRADUATED FEE SCHEDULE)

Plans or drawings must be included, which shall be drawn to a scale of not less than one-eighth of an inch per foot. All distances and dimensions shall be accurately figured and drawings made explicit and complete, showing lot line, and including information pertaining to pool, walk, fence construction, water supply system, drainage and water disposal systems, and appurtenances pertaining to a swimming pool where applicable.

Detail plans and vertical elevations shall also be provided in accordance with Building Code.

If any trees will be affected due to construction a Tree Permit is required. For more information on management of Valued Trees see [Ordinance 525.241](#). Tree Permit can be found on our website or via the link. [Tree Permit](#)

Plans for structural Alterations or additions including decks, shall have a P.E Stamp.

Are drawings that are compliant with the above paragraph included with this application? YES NO

Any person building without a Zoning permit, or violating any of the provisions of the Ordinances or any of the Codes shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in an amount not exceeding five hundred dollars (\$500.00) or be imprisoned in the County Jail for a period of not exceeding ninety (90) days, or both such fine and imprisonment. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder. (Vil. Ord. No. 500.050) Grantwood Village Code is published online: <https://grantwoodvillage.municipalcodeonline.com/book?type=ordinances#name=PREFACE>

- Construction cannot commence until a copy of the STLCO Building Permit and approved plans are submitted to Grantwood Village.
- Grantwood Village will then issue authorization to proceed with construction including start and end dates.
- The notice will be posted in the front yard, visible from the street.
- Permitted time for construction will be as necessary to complete the project, and as brief as possible. For example, most permits such as sun decks or bathroom remodels should have a 90-day window, with 3-day extensions as permitted by GV.

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Below to be completed by Grantwood Village trustee:

Date Received: _____ \$25.00 permit application fee paid? [] YES [] NO
By (initials): _____

Does project meet Village Zoning Code? [] YES [] NO

Does project meet Village Building Code? [] YES [] NO

Permit Fee Based on Cost of Construction: _____

[] Approved [] Rejected By: _____ Date: _____

Details: _____

Fees for Zoning Permit Application

\$25.00 Application Fee must accompany any application.

The \$25 Application Fee is non-refundable.

Additional fees to be collected upon approval, before permit is issued.

Construction Cost (\$)	Permit Fee	Application Fee	Total
0-1,000	25	25	50
1,000-2,000	35	25	60
2,000-3,000	45	25	70
3,000-4,000	55	25	80
4,000-5,000	65	25	90
5,000-6,000	75	25	100
6,000-7,000	85	25	110
7,000-8,000	95	25	120
8,000-9,000	105	25	130
9,000-10,000	115	25	140
10,000-12,000	125	25	150
12,000-14,000	135	25	160
14,000-16,000	145	25	170
16,000-18,000	155	25	180
18,000-20,000	165	25	190
20,000-25,000	175	25	200
25,000-30,000	185	25	210
30,000-35,000	195	25	220
35,000-40,000	205	25	230
40,000-45,000	215	25	240
45,000-50,000	225	25	250
Over 50,000	235	25	260

Additional Information:

- The Building Commissioner has 14 days to approve or disapprove any application.
- If the Building Commissioner requests more information, the 14 day approval period is suspended until the requested information is received.
- The application must include plans/drawings.
- The applicant must submit signed estimates or a signed contract stating the cost of construction.
- Zoning permits expire after one year.

See Section 500.030 of the Grantwood Village Code.