

# **MINOR LAND DISTURBANCE APPROVAL PERMIT CHECKLIST**

**Less than one (1) acre**

Land Disturbance Activities: Clearing, grading, or any related work which results in removal of the natural site vegetation or destruction of the root zone or otherwise results in leaving the ground surface exposed to soil erosion through the action of wind or water.

## **Complete These Forms**

- MUNICIPAL ZONING APPROVAL FOR PERMIT APPLICATION

## **Present These Documents**

- Three (3) copies of site plan that:
  - Is drawn to scale (example: 1"=30'-0") and the scale indicated on site plan
  - Shows a north arrow
  - Shows the shape of the parcel and the parcel dimensions
  - Shows the street names abutting the parcel
  - Shows the location of silt control devices
  - Shows the direction of water runoff

## **Pay These Fees** (due prior to processing)

- \$50.00 Permit Fee
- \$500.00 Refundable Deposit

## **Note:**

Two copies of plans and site plans will be retained by the City of Fenton, one copy will be returned to the applicant.

As applicable, the cost of inspections are \$20.00 per hour with a one (1) hour minimum. These costs will be deducted from the refundable deposit. If the deposit amount is depleted before completion of the work, the City will bill the applicant monthly for the additional fees. At the end of the project, any money remaining will be refunded.

# ST. LOUIS COUNTY / MUNICIPAL ZONING APPROVAL FOR PERMIT APPLICATION

Application Date: _____	Permit No.: _____
Dep \$ _____ Fee \$ _____	Total: _____
Payment Method: _____	
Deposit Refund Date: _____	

**CITY OF FENTON, 625 New Smizer Mill Road, Fenton, MO 63026**

**PLEASE PRINT**

**PROJECT INFORMATION:**

Project Address: \_\_\_\_\_  
 Tenant Name: \_\_\_\_\_  
 Description of Work: \_\_\_\_\_ Sq. Ft.: \_\_\_\_\_

Property Owner Name  
 & Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Prop. Owner Phone No.:* \_\_\_\_\_

Applicant Name & Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Applicant Phone No.:* \_\_\_\_\_  
*Applicant Email:* \_\_\_\_\_

**Municipal and St. Louis County Approval:**

**Municipal Approval Only:**

<input type="checkbox"/> New Construction	<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Grading/Excavation
<input type="checkbox"/> Additions	<input type="checkbox"/> Occupancy	<input type="checkbox"/> Landscaping
<input type="checkbox"/> Parking Lot	<input type="checkbox"/> Mechanical (exterior units)	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Sign Permit	<input type="checkbox"/> Demolition	
<input type="checkbox"/> Interior Finish/Remodel	<input type="checkbox"/> Other: _____	

Is this project located in a Flood Plain? No: \_\_\_\_\_ Yes: \_\_\_\_\_ Rating: \_\_\_\_\_

Value of construction: \$ \_\_\_\_\_

**Applicant Signature** \_\_\_\_\_  
**Print Name** \_\_\_\_\_

Note: Applicants for building permits must submit this form with four (4) copies of the site plan approved, signed and dated by the municipal official at the time the building permit application is submitted to St. Louis County, Department of Public Works.

Zoning Classification:	Approved:	Not approved:
Comments:		
Zoning Signature:		Date:
<i>Community Development Director</i>		

ST. LOUIS COUNTY PERMIT APPLICATION NUMBER: \_\_\_\_\_