



CITY OF VALLEY PARK
 55 Crescent Avenue
 Valley Park, Missouri 63088
 Phone: (636) 25-5171
 kberry@valleyparkmo.org



BUILDING PERMIT APPLICATION

Date: _____

Permit #: _____

All Applications require 1 copy and a PDF copy of Plans of work to be performed. Incomplete and/or Unsigned Applications will not be processed. Contractor's and/or Authorized Agent's signatures are required.

- ✓ All Commercial Renovations, New Buildings, Additions, and Accessory Buildings require Architectural Plans that are signed and sealed by a licensed Architect or Engineer, **except** Accessory Buildings that are under 400 square feet in size.
- ✓ Decks with a Roof Structure, 2-Story Decks, or Decks of unusual size or configuration, require signed and sealed plans. All exterior work requires a Site Plan or Plot Plan with new construction highlighted on the Plan.
- ✓ HOA Approval Letter when Required.

Project Address: _____

Lot #: _____ Subdivision Name: _____

Description of Work: _____

Estimated Construction Cost: \$ _____ Total Square Feet: _____

- | | | | | |
|--------------------------------------|--|-----------------------------------|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> Residential | <input type="checkbox"/> New Construction | <input type="checkbox"/> Addition | <input type="checkbox"/> Fence/Wall | <input type="checkbox"/> Garage/Shed |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Alteration/Finish | <input type="checkbox"/> Deck | <input type="checkbox"/> Pool/Hot Tub | <input type="checkbox"/> Other |

Submitted by: Contractor Property Owner Engineer Architect

Contractor Information:

Company Name _____ Office Phone No. _____ Contact Cell No. _____

Contact Name _____ Contact Email _____

Company Address _____ City _____ State _____ Zip _____

Property Owner Information:

Owner Name _____ Owner Telephone/Cell _____ Owner Email _____

Owner Address _____ City _____ State _____ Zip _____

Signature of Applicant _____

Date _____

OFFICE USE ONLY

Application Approved by: _____

Date: _____

Fee Due: _____