



PLANNING & DEVELOPMENT SERVICES DEPARTMENT  
 10 North Bemiston Avenue, Clayton, Missouri 63105  
 (314) 290-8463 - jegel@claytonmo.gov

## AMENDMENT/ADDENDUM TO PERMIT

June 20, 2018

**INTERIOR AMENDMENTS \$50.00 + \$10.00 PER PAGE OF ACCOMPANYING DOCUMENTATION**  
**EXTERIOR AMENDMENTS \$100.00 + \$10.00 PER PAGE OF ACCOMPANYING DOCUMENTATION**  
*THIS ALSO INCLUDES SUBMISSION OF SUPPLIMENTAL INFORMATION/DOCUMENTS FOR PENDING PERMITS*

Permit # \_\_\_\_\_ (Required)

Applicants Name \_\_\_\_\_

Applicants Phone (\_\_\_\_\_) \_\_\_\_\_ E-Mail \_\_\_\_\_

Location:

NO. \_\_\_\_\_ Street \_\_\_\_\_ Suite/Unit \_\_\_\_\_

**APPLICANT REQUESTS AMENDMENT TO:**

Building Permit     Plumbing Permit     Mechanical Permit     Sign Permit

**Please provide two copies of plan sets**

**PROJECT TYPE:**

New Construction     Alteration/Addition

**LOCATION:**

Interior only     Exterior only     Both interior and exterior

Briefly describe nature of amendment: \_\_\_\_\_

**ADDITIONAL INFORMATION PER CODE OFFICIALS REQUEST:**

Description: \_\_\_\_\_

**CONTRACTOR CHANGE:**

New Contractors Name \_\_\_\_\_

Contractors Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Contractor E-Mail Address \_\_\_\_\_

Has this project received Plan Commission/Architectural Review Board Approval:  Yes Date: \_\_\_\_\_  No  N/A

**All changes to a PC/ARB approved plan must be clouded and note referenced**

Fully detail nature of proposed amendment(s) to PC/ARB approval: \_\_\_\_\_

**FEES:**

Additional construction cost including additions \$ \_\_\_\_\_

Additional cost for alterations and repairs \$ \_\_\_\_\_

**NOTE:**

1. A decrease to construction costs will not result in a refund of fees.
2. An increase in construction cost may result in additional permit cost.
3. Additional inspection fees may also apply.

**I hereby certify the above information is correct and that I am the legal owner of the property or have been authorized by the owner to make application for the work described above.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Print Name \_\_\_\_\_

**PLEASE NOTE, AMENDMENTS ARE NOT VALID UNTIL FULLY REVIEWED AND APPROVED BY THE CODE OFFICIAL**