



PLANNING and DEVELOPMENT SERVICES PERMIT and APPLICATION FEE SCHEDULE

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Building Division Fees

Application Fee:

A fee of \$35.00 shall be submitted along with all completed Building Permit applications.

Building Permits:

The minimum permit fee is \$125.00 for projects with a construction cost less than or equal to \$18,500.00. Projects with a construction cost greater than \$18,500.00 will be assessed a permit fee of \$6.80 per thousand of construction cost.

Reminders:

- 1) The City of Clayton does not issue integrated permits. A separate permit is required for Building, Plumbing, Mechanical, Sign, Dumpster and Demolition.
- 2) All electrical permits are obtained and inspected through St. Louis County (314) 615-5000.

Plumbing Permits:

The minimum permit fee is \$100.00 for projects with a construction cost less than or equal to \$15,000.00. Projects with a construction cost greater than \$15,000.00 will be assessed a permit fee of \$6.80 per thousand of construction cost.

Plumbing Licenses are \$45.00 per year

Mechanical Permits:

The minimum permit fee is \$100.00 for projects with a construction cost less than or equal to \$15,000.00. Projects with a construction cost greater than \$15,000.00 will be assessed a permit fee of \$6.80 per thousand of construction cost.

Demolition Permits:

A permit for demolition is \$125.00. A \$1,000 refundable cash deposit is required for the total demolition of structures, other than minor structures (eg. small sheds). (Note: If the demolition permit application is submitted without the project having previously been submitted for Architectural Review Board and Site Plan Review approvals, additional fees will be assessed for contracted 3RD party reviews of the Storm Water Pollution Prevention Plan and tree protection plan. Contact the Building Department for further details.)

Amendment/Addendum Fee:

INTERIOR: A \$50.00 fee is required to submit an amendment or addendum to any permit plus \$10.00 per page of accompanying documentation

EXTERIOR: A \$100.00 fee is required to submit an amendment or addendum to any permit plus \$10.00 per page of accompanying documentation

This also includes submission of supplemental information/documents for pending permits.

Dumpster Permits:

A permit for a dumpster is \$50.00 plus the \$35.00 application fee or \$85.00 total. Dumpster permits are valid for 120 days from date of issuance. Additional applications made within the 120 day period will be reviewed on a case by case basis. A per day pro-rated fee will apply to approved extensions at the rate of \$20.00 per day.

Occupancy Permits:

Commercial

- Application/Inspection Fee - \$120.00

- Temporary Occupancy Permits - \$240.00 (Includes Temporary and Final)
- Application/Inspection Fee if occupied prior to inspection approval - \$210.00
- First and Second Re-inspection - No Charge
- Subsequent Re-inspections - \$45.00 each instance

Residential Rental Occupancy

Multi-Family - Apartment, Condominium and Duplex Units

- Application Fee - \$60.00
- Application Fee if occupied prior to inspection approval - \$120.00
- First Inspection and Re-inspection (if needed) – Included in Application Fee
- Subsequent Re-inspections - \$45.00 each instance
- New Construction - 1st Tenancy is included in Building Permit Fee – All subsequent tenancies are as listed above

Single Family Residence

- Application Fee - \$80.00
- Application Fee if occupied prior to inspection approval - \$160.00
- First Inspection and Re-inspection (if needed) - Included in Application Fee
- Subsequent Re-inspections - \$45.00 each instance

Temporary Certificate of Occupancy for New Residential Construction:

Temporary Certificates of Occupancy for new Residential Construction may be granted in compliance with department policy 15-001.

Prior to Sale Inspection Permits:

It shall be unlawful for the owner of any multifamily unit or rental structure containing three or more units to sell, transfer, mortgage, lease or otherwise dispose of to another unless the owner or designated representative has notified the City of Clayton at least thirty (30) days in advance, received an inspection report and compliance order or notice of violation and have complied with the same or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the Code Official and shall furnish to the Code Official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition including the responsibility to submit a work schedule and receive approval from the City of Clayton for making the corrections or repairs required by such compliance order or notice of violation.

- Application/Inspection Fee for building exterior and common areas - \$100.00
- Fee for each unit - \$25.00

Building Board of Appeals:

Application fee of \$35.00 + \$150

Applications must be submitted to the Clayton Fire Department

Re-inspection Fee:

A re-inspection fee of \$45.00 will be assessed after two failed results of the same inspection. The re-inspection fee must be paid prior to any future inspections being scheduled.

Planning and Zoning Application Fees (includes \$35 non-refundable processing fee)

Architectural Review Board (ARB)	-	-	\$135
Administrative ARB Review	-	-	\$85
Appeal PC/ARB Decision	-	-	\$135
Board of Adjustment	-	-	\$385 (includes \$50.00 Advertising Fee)
Zoning Review	-	-	\$85 Application Fee
Conditional Use Permit	-	-	\$235
Transfer or Amendments to Existing CUP Permits	-	-	\$135

<i>Subdivision/Consolidation/Boundary Adj. Plat</i>			\$285
<i>Outdoor Dining (Annual Permit)</i>	-	-	\$135
<i>Outdoor Dining (Two Year Permit)</i>	-	-	\$235
<i>Petition for Change in Zoning</i>	-	-	\$285 plus cost of advertising
<i>Petition for Change in Zoning/ Text Amendment</i>	-	-	\$285 plus cost of advertising
<i>Planned Unit Development</i>	-	-	\$535
<i>Special Development District</i>	-	-	\$785 plus cost of advertising
<i>Site Plan Review</i>	-	-	\$285 + Landscape Architect Review Deposit - \$450.00 Storm Water Pollution Prevention Plan Review - \$300.00
<i>Conceptual Architectural Review</i>	-	-	\$135
<i>Site Plan Amendment (administrative)</i>			\$85
<i>Special Antenna Permit</i>	-	-	\$135 Plus the applicable Building Permit Fees
<i>Condominium Plat</i>	-	-	\$285

Domestic Fowl Permit:

A permit fee of \$50.00

Sign Permits:

In addition to an application fee of \$35.00 and a \$35.00 inspection fee for each required inspection, a fee of \$5.00 per square foot of signage will be assessed. Signs that are not approved by the ARB are assessed an administrative review fee of \$35.

Written request for verification of Zoning:

\$35.00 Application Fee

Special requests for additional information may be accommodated, if available. An additional fee of \$25.00 will apply.

Written request for verification of Occupancy:

\$35.00 Application Fee

Written request for verification of Building/Property Maintenance Code compliance:

\$35.00 Application Fee

Special requests for additional information may be accommodated, if available. An additional fee of \$25.00 will apply.

**THE INFORMATION CONTAINED IN THIS FEE SCHEDULE IS SUBJECT TO CHANGE
FOR AN UPDATED LIST OF THIS FEE SCHEDULE OR FOR INFORMATION CONCERNING APPLICATIONS OR APPLICATION REQUIREMENTS
PLEASE VISIT OUR WEBSITE AT www.claytonmo.gov OR CALL (314) 290-8463 FOR THE BUILDING DIVISION OR (314) 290-8453
PLANNING DIVISION.**