



**Building Permit Application**  
 139 S. Kirkwood Rd. Kirkwood, MO 63122  
 (314) 822-5823 [www.kirkwoodmo.org](http://www.kirkwoodmo.org)

**PROJECT ADDRESS**

Please Choose:  Single Family  Multi-Family  
 New Primary Structure  Addition  Alteration

Permit # \_\_\_\_\_  
 Zoning District \_\_\_\_\_

Commercial \*New Business or Tenant Finish (must complete the below business information) Zoning Approved \_\_\_\_\_  
 Proposed Business type \_\_\_\_\_ Business Name \_\_\_\_\_

Previous Business type \_\_\_\_\_ Business Name \_\_\_\_\_  
 \* If changing the business type/use to a higher parking requirement, Parking Worksheet is required

**Applicant:**  Property Owner  Occupant  Contractor  Architect Other: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Property Owner Information (If different from above)**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**DESCRIPTION OF WORK:** \_\_\_\_\_

Sq. Ft: \_\_\_\_\_ Value of Const. \_\_\_\_\_ Landmark - YES / NO Local Historic District - YES / NO

Approved by: \_\_\_\_\_

*I understand that deed restrictions and subdivision indentures may exist on this property, which are not reviewed or enforced by the City of Kirkwood. The City recommends the property owner review the deed, subdivision plat, and subdivision indentures, and other property title information before undertaking any construction.*

*I hereby affirm the above statements are true and correct and agree to fully comply with the ordinances of Kirkwood. A permit is not effective until signed by Electrical, Mechanical, and Plumbing Contractor. I hereby certify that the owner(s) of record authorizes the proposed work and I have been authorized by the owner(s) to make this application as their agent. Inspections must be requested 24 hours in advance.*

	BUSINESS NAME	PHONE	KWD LIC. NO.	DATE	SIGNATURE
GENERAL CONTRACTOR/ HOMEOWNER					
ELECTRICIAN					
Interior PLUMBER Minimum Schedule 40 pipe required					
Exterior					
MECHANICAL					

Permit Fee \_\_\_\_\_ (New SFR Only) + \$5000 deposit = \_\_\_\_\_ **Office Use Only**  \*Check the water tap fee to see if already paid

Notified for pick-up on \_\_\_\_\_  Phone  Voicemail  E-mail

Deposit paid by \_\_\_\_\_  Logged on deposit chart

Final inspection for refund  Approved or  Denied on \_\_\_\_\_ Conditional occupancy ok for \_\_\_\_\_ days

Release bond to finance on \_\_\_\_\_  Logged on deposit chart Check# \_\_\_\_\_  Mailed  Pick-up