



CITY OF  
**Oak Grove**

2110 S. Broadway · Oak Grove, Missouri 64075 · (816) 690-3773 · Fax (816) 690-8478

**RESIDENTIAL BUILDING PERMIT APPLICATION**

The City has adopted the  
2012 International Codes

Inspections call  
(816) 690-3773 Ext. 1007  
return application to:

[buildingofficial@cityofoakgrove.com](mailto:buildingofficial@cityofoakgrove.com)

**FEE CALCULATED**

Applied date \_\_\_\_\_ Permit Number \_\_\_\_\_

Project Address: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Phase: \_\_\_\_\_

Development Type: Single family: \_\_\_\_\_ Duplex: \_\_\_\_\_ Other: \_\_\_\_\_ Valuation: \_\_\_\_\_

Total Square Footage: \_\_\_\_\_ Lot Size: \_\_\_\_\_ Zoned: \_\_\_\_\_

**Square footage**

1<sup>st</sup> Floor: \_\_\_\_\_ Basement: \_\_\_\_\_ Garage: \_\_\_\_\_

2<sup>nd</sup> Floor: \_\_\_\_\_ Finished Basement: \_\_\_\_\_ Deck: \_\_\_\_\_

# Bedrooms: \_\_\_\_\_ # Full Baths: \_\_\_\_\_ # Half Baths: \_\_\_\_\_ # Parking Garage: \_\_\_\_\_

Comments: \_\_\_\_\_

**APPLICANT INFORMATION**

Your Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_ Architect: \_\_\_\_\_ Engineer: \_\_\_\_\_ Other: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Business License #: \_\_\_\_\_

Mechanical: \_\_\_\_\_ Electrical: \_\_\_\_\_ Plumbing: \_\_\_\_\_

- The proposed work must be done in accordance with approved plans and specifications. Separate permits are required for, but not limited to electrical, mechanical and plumbing. Furthermore, it is the duty of the general contractor to assure that all required inspections are scheduled in advance and approved by the City Inspectors.
- Permits are valid for 180 days.
- I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or conceal the provisions of any other state or local law regulating construction or the performance of construction and that I make this statement under penalty of perjury.

**SEE REVERSE SIDE OF PAGE.**

*"Come Grow With Us!"*

**Applicant Name Printed: x** \_\_\_\_\_

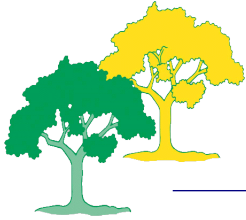
**Applicants Signature: x** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Building Official Printed: x** \_\_\_\_\_

**Building Official Signature: x** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FEES**

<b>Valuation</b>	<b>Building</b>
<b>Plan Review</b>	<b>Sewer Tap</b>
<b>Water Tap</b>	<b>Water Deposit</b>
	<b>Total Fee</b>



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**SINGLE FAMILY RESIDENTIAL SITE PLAN REQUIREMENTS**

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2012 International Codes

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Return application to:

[buildingofficial@cityofoakgrove.com](mailto:buildingofficial@cityofoakgrove.com)

A site plan is REQUIRED for New Construction, Additions or Accessory Structures which result in a significant change to a primary functional area.

**Address or Legal Description of Site:** \_\_\_\_\_

**Name of Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email address:** \_\_\_\_\_

One (1) hard copy and one (1) digital copy of the site plan, containing the following information, must be submitted. When a particular item is included, check where indicated. If an item does not apply, indicate by writing N/A.

- \_\_\_\_\_ 1. Boundaries and dimensions of property, all property corners with elevations. (property corners shall be clearly marked on the ground).
- \_\_\_\_\_ 2. Show names of streets.
- \_\_\_\_\_ 3. Show alleys.
- \_\_\_\_\_ 4. Locations of existing and proposed structures (including decks) with elevations at house and garage corners.
- \_\_\_\_\_ 5. Distance from all structure(s), to property line(s).
- \_\_\_\_\_ 6. Show existing and proposed inlets, sidewalks, manholes, water valves, hydrant assemblies, street light and other pertinent items.
- \_\_\_\_\_ 7. Show existing and proposed curb cuts and driveway locations.
- \_\_\_\_\_ 8. Square footage of property and footprint of proposed structure.
- \_\_\_\_\_ 9. Clearly indicate Site Plan scale and North arrow.
- \_\_\_\_\_ 10. Provide legal description and address of property.
- \_\_\_\_\_ 11. Show dimensions and type of easements.
- \_\_\_\_\_ 12. Show sewer stub location.
- \_\_\_\_\_ 13. Show drainage direction.
- \_\_\_\_\_ 14. Show all building setback lines.
- \_\_\_\_\_ 15. State of Missouri Professional Land Surveyor stamp.
- \_\_\_\_\_ 16. Show 100 year flood elevations as appropriate.

I hereby confirm that this information submitted on this document and site is true and accurate.

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

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