



Stadt Melle

New Melle

City of New Melle

145 Almeling Street, Box 114  
636-828-4807 www.cityofnewmelle.org

**Permit Application  
New Construction**

**Permit Number** \_\_\_\_\_

<b>Date of Application</b> _____		<b>Zoning District</b> _____		<b>Cost of Improvement</b> \$ _____	
<b>Property Owner</b> _____					
<b>Project Address</b> _____					
<i>Number and Street</i>					
<b>Subdivision</b> _____					
<i>Subdivision Name</i>				<i>Lot Number</i>	
Type of Improvement		Proposed Use			
		Residential		Non-Residential	
<i>Provide 2 sets of plans including all pertinent information, specifications, dimensions, and materials relevant to the construction process.</i>  <input type="checkbox"/> New Construction <input type="checkbox"/> Room Addition <input type="checkbox"/> Garage <input type="checkbox"/> Accessory Building <input type="checkbox"/> Interior Finish <input type="checkbox"/> Repair or Remodel <input type="checkbox"/> Other: _____		Number of bedrooms _____ Number of bathrooms _____ Full _____ Partial _____		<i>State Statutes require a Missouri engineer's or architect's seal on all commercial or multi-family plans</i>  <input type="checkbox"/> Business/Professional Building <input type="checkbox"/> Church <input type="checkbox"/> Retail/Customer Services <input type="checkbox"/> Service Station/Repair Garages <input type="checkbox"/> Educational <input type="checkbox"/> Other: _____	
		<input type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Two or more Family Dwelling Number of Units? ____ <input type="checkbox"/> Other: _____			
Water Supply		Sewage Disposal		Off Street Parking Spaces	
<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Well or Cistern		<input type="checkbox"/> Public or Private Company <input type="checkbox"/> Septic Tank		Number of Enclosed _____ Number of Outdoors _____	
Dimensions					
Number of Stories _____		Total floor area _____ (in square feet)		Total land area _____ (in square feet)	
<b>Name/ License Number</b> _____		<b>Mailing Address/Daytime Telephone</b> _____		<b>Signature</b> _____	
<b>Architect or Engineer</b> _____					
<b>General Contractor and Builder</b> _____					
<b>Electrical Contractor and License Number</b> _____					

I hereby certify that I am the owner of deed or their authorized agent. I also certify that the proposed work will be performed by a person knowledgeable in the appropriate building codes, that I have verified the location of property lines and easements, and that I agree to conform to all applicable laws of this jurisdiction. The Building Inspector will be allowed access to the property to ensure outlined procedures and codes are followed. Issuance of a permit by the City of New Melle does not guarantee or constitute subdivision approval. I am responsible for contacting Subdivision HOA or trustees for any subdivision requirements. I attest that a fire sprinkler system has been offered to the purchaser prior to entering into the purchase contract. If there is no purchaser at the time of the permit application submittal, then verification of the offer shall be made as soon as there is a purchaser and prior to the issuance of a certificate of occupancy for the new residence.

<b>Signature of applicant</b> _____	<b>Print Name</b> _____	<b>Telephone Number</b> _____
<b>PLEASE CHECK WITH FIRE DISTRICT FOR PERMIT REQUIREMENT</b>		City Approval