

CITY OF VANDALIA  
APPLICATION FOR BUILDING PERMIT

- \* *Entire application MUST be completed, including the drawing of proposed project.*
- \* *City staff will come on-site to review the proposed construction for compliance with City Code.*
- \* *You must wait for approval before commencing any construction.*

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

Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_ Address of Construction: \_\_\_\_\_

Type of Construction: \_\_\_\_\_ Estimated Cost of Construction: \_\_\_\_\_

Purpose: \_\_\_\_\_ Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_

If porch - covered / uncovered                      Square Feet: \_\_\_\_\_ (At peak/highest point)  
                  enclosed / unenclosed

**Instructions:**

1. Prior to inspection by City representative, applicant must stake the corners of the building site. **What date will the site be staked?** \_\_\_\_\_
2. Prior to the issuance of the building permit, staff must verify that the building is consistent with present zoning classification. If proposed lot usage is inconsistent, appropriate rezoning of the parcel must be completed prior to the issuance of the building permit.
3. If, after preliminary inspection, the Building Permit Commissioner becomes aware of drainage problems on the building site, he will require the applicant to submit plans for surface water drainage in compliance with Chapter 500 of the City Code.
4. Is the building site within the City's designated **flood and mud slide area** as indicated by a FIRM map? (If yes, applicant must comply with Chapter 425 of the City Code by obtaining a development permit.)  
Yes \_\_\_\_\_ No \_\_\_\_\_
5. Is the proposed structure required to meet **seismic design standards** as set forth in Section 500.120 of the City Code? (State law exempts any private structure less than 10,000 square feet in total area and any single family or duplex residence.)  
Yes \_\_\_\_\_ No \_\_\_\_\_
6. NOTICE: The Department of Natural Resources under Chapter 260 RSMo regulates the disposal of construction and demolition waste. Such waste, in types and quantities established by the Department, shall be taken to a permitted demolition or sanitary landfill for disposal. Written disposal records must be maintained.

This permit will be returned to the applicant by mail after approval or denial. **You must wait for approval before proceeding with any construction.**

I, (We) have read and understand the application. I, (We) agree that the person or entity providing any excavation for the above described construction, shall **be responsible for obtaining all necessary locates from the following utilities before proceeding with any excavation.** I, (We) further understand that no permit shall be issued until all utilities, as listed herein, have given their consent to the person or entity doing such excavation.

City of Vandalia  
Windstream  
Ameren UE  
Panhandle Eastern



**Call 2 Days Before You Dig**  
**1-800-DIG-RITE**  
MISSOURI ONE CALL SYSTEM, INC.

APPROVED:

\_\_\_\_\_  
City Utility Superintendent

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Building Permit Commissioner

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(continued)

**MAP / SITE PLAN**

Overall Lot Size..... \_\_\_\_\_ ft x \_\_\_\_\_ ft

Streets directly adjacent to property (indicate on map)..... \_\_\_\_\_

Please indicate on the map any know property stakes/markers and the distance measured from your proposed building project to:

Front property line..... \_\_\_\_\_ ft

Back lot line..... \_\_\_\_\_ ft

Side lot line..... \_\_\_\_\_ ft

Side lot line..... \_\_\_\_\_ ft

If deemed necessary by the City, the applicant may be required to obtain a survey to determine exact property lines.

Below, please provide a drawing of the proposed building project. ***All of the above information must also be included on the map.***

