**Section 400.490. Certificates of Occupancy.**

A. No land shall be used and no building erected, converted, enlarged, reconstructed, or structurally altered after the effective date of this Chapter shall be occupied in whole or in part until a certificate of occupancy is issued by the Code Enforcement Official stating that the use or building complies with the requirements of this Chapter, the Building Codes adopted in Chapter 500, and ~~of~~ the ordinances of the City. Issuance of the certificate of occupancy may include prior review by the officials designated by the City Clerk or contracted by the City to administer the City Building Code ~~and by officials of the applicable fire district~~.

B. Certificates of occupancy for newly built or altered premises shall be applied for coincidentally with the application for a building permit and shall be issued within ten (10) days after the lawful erection, reconstruction or alteration is completed. A record of all building permits and certificates of occupancy shall be kept on file in the City office and copies shall be furnished on request to any person having a proprietary or tenancy interest in the land, building or premises affected.

C. Whenever the sale of a building results in a change in the ownership or occupancy, or whenever the premises are rented to any first or successor lessee, or whenever there is a change in use of the premises and more than one hundred eighty (180) days has elapsed since the date of the last occupancy inspection of the premises, the buyer or lessee shall be required to possess an occupancy permit in accordance with the provisions of this Section.

D. The occupancy permit shall not be issued by the Code Enforcement Official until the building or premises has been inspected and the inspector has affixed to the application for such permit an approval that the proposed use and any buildings or structures involved comply in all respects with the provisions of the approved building permit or ~~City~~ the Building Codes. If the Code Enforcement Official finds that the use is in compliance with all applicable provisions of this Section, the Building Codes, and all other applicable City ordinances, he or she may issue said occupancy permit.

E. The Code Enforcement Official may issue a temporary, thirty-day occupancy permit for a part of a commercial building or for temporary occupancy of a residential premises pending completion of construction or repairs provided the proposed use complies with all applicable requirements of the City ordinances

F. The inspection fee established in Section 400.500 of this Chapter shall include one (1) reinspection, if required as a result of deficiencies noted in the original inspection. Additional and subsequent inspections required by the Code Enforcement Official in order to verify compliance shall be made only after deposit of a new fee.

G. No provision contained in this Section shall be interpreted as restricting the right of a seller or lessor to make application and pay the fee for an inspection and occupancy permit.

**Section 400.500. Fees and Deposits.**

A. The fees and deposits for applications, filings, City review, and exceptions and appeals therefrom pertaining to the City's regulation of land use are established as follows:

1. Zoning Code. ~~Filing~~ Fees for the various ~~procedures and petitions~~ permits and applications required ~~addressed~~ ~~in~~ by Chapter 400, ~~being~~ the City's Zoning Code, and ~~any amendments thereto,~~ payable ~~to be submitted~~ ~~by applicants~~ at the time of ~~submission of the~~ ~~applicable~~ application, shall be as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Application/Permit | | Amount of Fee/ Deposit | Zoning Code Reference |
| 1. | Rezoning | $250.00 plus $50.00 per acre or part thereof | § 400.550 |
| 2. | Text amendments | $250.00 | § 400.550 |
| 3. | Site plan approval | $100.00 plus $20.00 per acre or part thereof | §§ 400.170,  400.230,  400.370 |
| 4. | Conditional use permit | $250.00 | §§ 400.420-  400.430 |
| 5. | Board of Adjustment (appeals/ variances) | * Single Family Residential   + $50.00 for all acreage * Commercial and Multi-Family Residential   + $100.00 for less than 1/4 acre   + $150.00 for 1/4 acre and up to but less than 1/2 acre   + $200.00 for 1/2 acre and up to but less than 1 acre   + $300.00 for 1 acre or more * Signs   + $100.00 for signs | § 400.580  § 410.150 |
| 6. | Building permit | * $80.00 (residential) * $150.00 (commercial — new construction/ addition) * $85.00 (commercial-- alteration/tenant finish) * $150.00 (demolition for residential/ commercial) | § 500.120 |
| 7. | Occupancy permit | Applicant shall pay City amount equal to the inspection fee incurred by City from St. Louis County; current rates to be kept on file with City Clerk | § 400.490 |
| 8. | Administrative permit (telecommunications) | $500.00 | § 400.440(G)(2) |
| 9. | Development plan or planned residential district approval | $1,500.00 | §§ 400.340,  400.440 |
| 10. | Home occupation | $25.00 | §§ 400.130,  400.190 |
| 11. | Special business permit procedure | $250.00 | § 400.180 |