

CITY OF LAKE SAINT LOUIS

COMMERCIAL BUILDING AND DEVELOPMENT REQUIREMENTS

BUILDING PERMIT PLAN REVIEW AND ISSUANCE

The construction of new commercial buildings, as well as the remodeling of existing commercial buildings and spaces, requires the issuance of a Building Permit prior to the commencement of construction activity. Submittal for a Building Permit must be made online via the Lake Saint Louis Citizenserve Online Portal and must include a complete set of the construction designs. New commercial construction plans must include a geotechnical report and site plan as well as all structural calculations, structural, architectural, mechanical, electrical, plumbing and fire suppression designs.

The City of Lake Saint Louis currently enforces the requirements of the 2015 IBC, 2015 IMC, 2014 NEC, 2015 IPC and 2015 IECC. All commercial construction designs must bear the seal of an appropriate Design Professional in accordance with Missouri State Statutes. Initial review of construction designs is usually completed within two weeks. If revisions are needed, a revision request is forwarded to the applicant by email. Questions regarding Construction Code requirements or building construction plans can be directed to the City's Chief Building Official, Mike Pavlakes. Mike can be reached by phone at 636-625-7982 or by email at mpavlakes@lakesaintlouis.com.

Building permits for new commercial buildings are issued as "integrated permits"; i.e., with the building, mechanical, electrical and plumbing permits issued as a single package. Fees for integrated permits are based upon the estimated cost of construction as determined using Building Valuation Data provided by the ICC and is determined by multiplying the estimated construction cost by 0.006. There is no additional plan review fee associated with the Building Permit. Questions regarding permit issuance can be directed to the City's Permit Technician, Michelle Debord. Michelle can be reached by phone at 636-625-7937 or by email at mdebord@lakesaintlouis.com.

PUBLIC WORKS REVIEW AND FINANCIAL GUARANTEES

In addition to building permit fees, the Lake Saint Louis Municipal Code requires financial guarantees and fees be provided in association with new multi-unit, mixed-use and nonresidential construction and development. These financial guarantees and fees include:

- Financial Guarantee – equal to 110% of the estimated cost for improvements including site grading, demolition (if any), site utilities (water/storm) and all appurtenances. Lake Saint Louis Department of Public Works must verify and approve cost estimates. Financial guarantees may be in the form of cash, letter of credit or surety bond.
- Inspection Fees - equal to 3% of the estimated cost of improvements.
- Grading Permit Fee - \$25
- Storm Sewer Permit Fee - \$15

Questions regarding financial guarantees and fees should be referred to Derek Koestel, P.E., in the City's Public Works Department. Derek can be reached via email at dkoestel@lakesaintlouis.com or by phone at 636-695-4221.

BOARDS & COMMISSIONS REVIEWS

The construction of multi-unit, mixed-use and nonresidential buildings may require approval of one or more of the following applications prior to the issuance of a building permit:

1. Zoning Map Amendment
2. Preliminary Plat
3. Record Plat
4. Master Plan
5. Site Plan
6. Special Use Permit
7. Variance

For more information about the review and approval procedures for each application type, refer to Chapter 405 of the Municipal Code or contact Brenda Cueller at bcueller@lakesaintlouis.com or 636-625-7936.