



City of Frontenac

Demolition Permit Requirements

The City of Frontenac has new demolition requirements. These requirements must be followed in order to ensure a prompt demolition permit.

Phase 1

- Complete permit application with Subdivision Trustee approval.
- Complete site plan with new home. (With Trustee Approval see new submittal guidelines) or
- Site Restoration Plan if no home. (With Trustee Approval see new submittal guidelines).
- Receive a Utility Disconnect Card.

Phase 2

- Return Utility Disconnect Card with all Utility Disconnection receipts including Saint Louis County approvals.
- Storm water approval of site plan (phase 1, 2 or 3 which ever one applies).
- Upon Approval of on-site inspection of the silt control and safety fencing, demolition permit can be issued

**NO DEMOLITION OF STRUCTURE UNTIL PERMIT IS ISSUED.
NO OPEN OR UNSECURED STRUCTURES.**

Demolition Permit Process

Phase 1

- Applicant turns in complete application with trustee approved storm water remediation/site plan. (See site plan guidelines).

When approved:

- Applicant receives permit to proceed with disconnects.
- Structure must remain secure: No demo sales, no open structures.

Phase 2

- Applicant submits utility disconnects and St. Louis County approvals.
- Schedule pre-demo inspection: erosion control, safety fencing, etc.
- Upon approval of on site inspection and site restoration plan, permit may be issued.
- After permit is issued: demo and or salvage sale may proceed.



City of Frontenac

TITLE V. BUILDING AND CONSTRUCTION

CHAPTER 505: BUILDING REGULATIONS

ARTICLE III. DEMOLITION

SECTION 505.120: PERMIT REQUIRED

Any person or entity desiring to demolish, wreck, raze, dismantle or otherwise destroy any structure or building within the City shall first obtain a permit from the Building Commissioner authorizing the work to be performed, which permit shall be valid for a period of 60 days from the date of issuance, and no demolition, wrecking, razing or dismantling shall take place unless and until such permit has been issued.

SECTION 505.130: APPLICATION FOR PERMIT

Before the Building Commissioner shall issue a permit under this Article, the person or entity desiring to effect such demolition, wrecking, razing or removal of any building or structure shall make application in writing accompanied by the written consent of the owner of the property, if not the applicant, and by the written consent of the subdivision trustees, if the property is in a subdivision and consent is applicable and required. The application shall also set out the location and methods of the proposed work and state when the same shall be commenced. The application shall demonstrate that the applicant has made satisfactory provision, in the discretion of the Building Commissioner, for the following and that the following shall be conditions to and requirements of issuance of any permit under this Article:

1. that all material, debris or parts of the wrecked structure be stored or removed in a manner so as not to create a fire or safety hazard;
2. that all material, debris or parts of the wrecked structure be stored or removed in a manner so as not to create a public nuisance or a harbor for animal and insect infestation;
3. that after any such building or structure has been demolished, razed, wrecked or removed, all ground openings, excavations or extrusions shall be filled or graded in compliance with relevant provisions of the current adopted building and property codes of the City of Frontenac in order to eliminate or reduce, to the fullest extent practicable, the hazards of falling or tripping;
4. that all accumulations of rubbish or debris, or other unsafe or hazardous conditions, including broken glass, timber products and nails shall be removed expeditiously; and
5. that complete restoration of the site including the planting of grass seed or sodding shall occur within 30 days of the completion of the demolition of the structure or building unless, within such 30 days, a building permit for the construction of a new structure or building on the same site has been obtained from the Building Commissioner and construction commenced.



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SECTION 505.140: BOND POSTING PRIOR TO THE ISSUANCE OF DEMOLITION PERMIT

Any person or entity desiring to demolish, wreck, raze, dismantle or otherwise destroy any structure or building within the City shall be further required to post, for each such permit under this Article, a cash bond or a bond, in a form suitable to the City, in an amount not less than \$1,500.00 or a greater amount, as determined by the Building Commissioner, with such amount sufficient to insure that all clearing, filling, back-filling and removal of debris, returning the site elevations to the original contour levels, seeding and/or sodding of bare dirt, stormwater and siltation controls can be properly completed or installed. Such bond shall be held, without interest, and shall not be released by the City until such restoration is complete or construction of a replacement structure or building has commenced.

SECTION 505.150: PERMIT AND INSPECTION FEES

Before any permit is issued under this Article, there shall be paid to the City Clerk a permit fee in a sum equal to four percent of the estimated cost of such demolition, wrecking, razing or removal.

SECTION 505.160: INSPECTIONS

Inspections under this Article shall be made by the Building Commissioner or his designee and a record of each such inspection shall be entered and maintained in the office of the Building Commissioner.

SECTION 505.170: EMERGENCY SITUATIONS

The provisions of this Article relating to issuance of a permit prior to commencement of any demolition, wrecking, razing or removal of a building or structure shall not apply in case of emergency where public safety or health is endangered, and such work may proceed immediately, subject thereafter to compliance with the conditions and requirements of Section 505.130 of this Article, and followed by application for appropriate permits as soon as practicable after the work is initiated.

SECTION 505.180: RECORDS AND REPORTS

It shall be the duty of the Building Commissioner to keep a full complete account in a book for that purpose of all permits issued showing the date of issue, party to whom issued, location, money collected on account thereof, which money shall be paid directly to the City Clerk when and as received.

SECTION 505.190: COMPLIANCE WITH APPLICABLE CODES

In addition to compliance with the terms of this Article, demolition, wrecking, razing or removal of any building or structure shall comply with the Code of Ordinances of the City of Frontenac, including all applicable building codes. The Building Commissioner shall deny approval of any demolition, wrecking, razing or removal which does not meet all minimum standards as set forth in the Code of Ordinances of the City of Frontenac. In the event of any conflict between the provisions of this Article and other requirements of the City of Frontenac with respect to demolition, wrecking, razing or removal of any building or structure, the most restrictive requirement shall govern.



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Demolition Permit Application must be submitted with complete information.

A site plan must be submitted showing the following

1. Proposed grading plan with existing and proposed contours
2. A landscape plan indicating all existing trees, with all trees to be removed indicated.
3. Existing drainage and proposed drainage flow
4. Silt control type and location
5. Safety barrier fencing location around structure and excavation
6. Site plan shall be signed by a licensed engineer or land surveyor registered in the state of Missouri showing property lines, easements, utilities and any other pertinent information.
7. If a building permit for a new structure is not submitted at the time of demolition permit application, a Site Restoration Plan must be submitted showing a new grading plan that will not cause ponding or accumulation of storm water

Any utility work performed within the right-of-way requires a separate excavation permit and bond.

1. Copy of St. Louis County Health approval/conditions received (asbestos abatement/disposal)
2. All utility shut-off confirmations received (Laclede Gas Co., AmerenUE Co., Missouri American Water Co., Metropolitan St. Louis Sewer District, SWB Telephone)

A bond is required for all contracted demolition work being completed.

Once the above items have been submitted and reviewed and the safety fence and silt controls are installed and inspection, the demolition permit will be issued. See attached detail for silt control fence installation requirements.