

FIRE PERMIT APPLICATION REQUIREMENTS

COMMERCIAL REQUIRED SUBMITTALS:

- 1) Two sets of complete building plans, to scale, including site plans and index and bearing the approval stamp of the City of Creve Coeur, Maryland Heights or Town and Country, if applicable.
- 2) If the job site address is within St. Louis County, plans may be submitted to St. Louis County and the Creve Coeur Fire District simultaneously.
- 3) All plans for construction shall bear the original embossed or wet ink seal, signature and date of a Missouri Registered Architect or Engineer on each sheet of set of plans.

SITE PLANS:

- 1) Two site plans, to scale, showing required parking facilities, site development, landscaping, existing fire main and hydrants, and building (s) on the plot.

COMMERCIAL, SPRINKLER/FIRE SUPPRESSION/CLEAN AGENT OR FIRE ALARM REQUIRED SUBMITTALS:

1) *Sprinklers/Fire Suppression:*

- A. Two complete sets of plans with complete hydraulic calculations along with cut sheet on all devices and all other required items for submittal for plan review per NFPA 13/17A/2001.
- B. Both St. Louis County and Creve Coeur Fire District issue sprinkler permits when project is located in St. Louis County.
- C. Both Maryland Heights and Creve Coeur Fire District issue sprinkler permits when project is located in Maryland Heights (**plans must be submitted to Maryland Heights first**).
- D. City of Town & Country does not issue sprinkler permits.

2) *Fire Alarms:*

- A. Two complete sets of plans containing all required items for submittal for plan review per NFPA 72.
 - B. Town & Country, Maryland Heights and Creve Coeur Fire District issue fire alarm permits when project is located in City of Town & Country, Maryland Heights and Creve Coeur Fire District (**plans must be submitted to City of Town & Country & Maryland Heights first**).
 - C. St. Louis County does not issue fire alarm permits.
- All Sprinkler and Fire alarms plans shall bear the original embossed or wet ink seal, signature and date of a Missouri Registered Engineer on each sheet of a set of plans.**

FEES:

The Building Permit Fee for plan review and building inspections shall be based upon the following schedule:

COMMERCIAL BUILDINGS, FIRE SPRINKLER, FIRE ALARM, FIRE SUPPRESSION OR HOOD SUPPRESSION SYSTEMS AND ALL OTHER BUILDINGS:

Based on estimated cost of construction = \$100.00 plus a \$2.00 per \$1,000.00 of estimated cost of construction.

SITE PLANS AND COMMERCIAL PERMIT EXTENSIONS:

Based on a flat fee of \$100.00 per event.

Starting construction without a permit: Any work started without permit (unless approved by Fire Marshal), shall result in the doubling of the permit fee up to \$500.00. No inspections will be made until the fee is paid at the Administration Building by check only.

EXTRA INSPECTION FEE/FINE: \$50.00 (paid by check only prior to re-inspection) as stated in the adopted 2003 International Building Code amendments.