



CITY OF HERCULANEUM



Building & Codes Department Guidelines For Permit Requirements



Building & Code Official

#1 Parkwood Court

Herculaneum, Mo. 63048

Phone: 636-475-4447 ext. #125

Cell: 314-581-8999

Email: dgraves@cityofherculaneum.org

Monday-Friday 7:00 AM—3:00 PM

Residential Building Permit Requirements

Many residential construction projects in the City of Herculaneum require a building permit. Any project considered a substantial improvement would require a building permit. A substantial improvement is determined by the building official or their authorized agent. Any project involving the replacement or installation of framing, plumbing, or electrical require permits. Some home improvements might not require permits while others do. When in doubt, contact the Herculaneum Building Department.

Building Permit Procedures

1. Submit required information to the Building Official on the Building Permit Application Form.
2. The City reserves the right to request a survey of the property.
3. A preliminary inspection of the property must be made by the Building Official per site plan.
4. Building plans must be approved prior to permit issuance and commencement of construction.
5. Once the preliminary inspection has been made and the plans have been approved the permit may be issued. This usually takes one to three days.
6. Upon approval, the building permit application must be posted on site.
7. Prior to any excavation, the applicant should contact DIG RITE at 1-800-344-7483 for all utility locates.
8. The following inspections will be made: site, footing, foundation, framing, rough electric, rough plumbing and final.

The City of Herculaneum is currently following the 2009 International Building Code, Residential Code, Energy Conservation Code, Existing Building Code, Fire Code, Fuel Code, Mechanical Code, Plumbing Code, Property Maintenance, as well as the 2008 NEC

Permit Requirements

Building Permit—Building Divisions

A building permit is required to construct, enlarge, alter, repair, move, demolish or change a building or structure.

This is some of the permits that are required, there are others that are not listed. Contact the Building Department to help you determine if a permit is needed for your specific building project.

- Additions
- Burglary & Fire Alarm Systems
- Carports
- Communication Systems
- Decks
- Demolitions
- Driveways
- Electrical
- Excavating
- Fencing
- Finishing Basements
- Heating & Cooling
- Landscaping (may require a Permit)
- Plumbing
- Retaining Walls
- Signs
- Sprinkler Systems
- Sewer
- Swimming Pools-
(capable of holding (2) ft. of water)

Occupancy Permit Inspections Required:

Before any structure may be occupied or used for any purpose until the Building Inspector has issued a final inspection/ occupancy permit is in compliance of the International Property Maintenance Code. A fee of **\$25.00** is required for this inspection is to be **pre-paid at City Hall**. A certificate of occupancy is issued when the dwelling passes inspection, which is good for six months or until a change of occupancy occurs.

Other Permits

Another consideration is a Land Disturbance Permit. These permits are required when any soil will be disrupted. When there is a possibility of soil or debris leaving the construction site, silt

MoDNR Water Quality Certification #401

This certification will be required by the Corp of Engineers before a COE Section 404 permit is issued. The COE will determine if a DNR 401 permit is needed for your project. For information on the Water Quality Certification, #401 call 573-751-1300.

MoDNR Land Disturbance Permit #402

The Department of Natural Resources also requires a permit when construction activity disturbs land by grubbing, grading, excavating or otherwise destroying or disturbing one acre or more of the root zone and surface area. The #402 permit must be obtained before the site is disturbed.

Corp of Engineers (COE) Section #404 Permit (changes made to a waterway or its banks)

Under Section 404 of the Clean Water Act, you will need a permit from the Corps for any discharge of fill material caused by dredging, construction, dumping, filling, excavation or other modifications within a "Waters of the United States." Waters of the U.S. include rivers, creeks, streams, ditches, lakes, ponds and wetlands. This includes waterways that only flow after storm events, (wet weather streams) and wetlands that only contain water for part of the year. Under these requirements, you may need a permit to work on your own property. If you receive a permit from the Corps, and then change your plans you must notify the Corps for a determination of whether the permit requires modification. The COE will also determine if a DNR #401 permit is needed to assure water quality/wildlife protection. For permit applications call 314-331-8575.
