As of January 11, 2022

Out of an abundance of caution due to the increased number of new COVID-19 OMICRON variant cases, the City of St. Ann will be closing the lobby of City Hall temporarily until the current spike in the number of cases has lowered.

Please use the box right outside of the City Hall lobby door for your convenience.

<u>City Hall</u> —City Hall will remain open for phone calls and to process paperwork and issue permits. Hours are Monday thru Friday 8:00 a.m. to 4:00 p.m. (314) 427-8009.

Please call if you have any questions on current procedures and information.

<u>Animal Licenses</u> – Please place your rabies certificate along with the fee (\$10.00 for spayed/neuter animals and \$50.00 for unaltered animals) in an envelope and place in the drop box just outside the lobby door. We will mail back your paperwork and tags to you.

<u>Business Licenses</u> – Applications are being accepted and processed at this time. Please place your renewal form along with emergency contact information and fee in an envelope and place in the drop box just outside the lobby door. New businesses coming to St. Ann, please contact City Hall and we will be glad to walk you through the process. Appointments will be made for in person meetings.

**No home based business inspections will be performed until the current spike in the number of cases has lowered.

Permitting:

<u>Property Owners/Property Managers:</u> — Inspection applications will be required to be filled out and fee to be paid prior to tenant moving in. The City of St. Ann is temporarily waiving the full Inspection requirement and performing <u>exterior inspections only</u> during the current heightened COVID-19 Omicron variant cases in the area.

<u>Tenants/New Residents</u> — Occupancy permits will be issued with passed exterior inspection *only* during the heightened COVID-19 Omicron cases in the area. <u>This does not apply to any court cases.</u>

<u>Building Permits:</u> Applications will be accepted for both residential and commercial properties. Projects that require outside inspections will be performed, however all inspections inside a property (residential) have been suspended until *the heightened COVID-19 Omicron cases has been lowered.* No change in commercial inspections at this time.

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CITY HALL

(314) 427-8009