

EFFECTIVE
MAY 1ST, 2023

The City of St. Ann has contracted with St. Louis County Public Works to perform the Residential Re Occupancy Permit Inspections.

Fee Schedule:

Single Family dwelling/duplexes (per side) (Includes 1 re-inspection)	\$95.50
3rd re-inspection	\$45.00
Multi-family units (per unit) (Includes 1 re-inspection)	\$75.00
3rd re-inspection	\$45.00

The St. Louis County Public Works Residential Re-occupancy Inspection Permit process:

1. St. Louis County has gone paperless and application should be done on line at stlouiscountymo.gov. After the page opens click on "Government" then click on "Transportation and Public Works" look for "Permitting Portal" and click to start the application. If you have questions concerning the on line application please call **(314) 615-4100**.
2. Once the application is received by St. Louis County, the resident/property manager will receive a telephone call to schedule a residential Re-occupancy Inspection and this will generally be made within **48 hours** of receipt of application.
3. Inspections typically occur, depending on the current workload, within **five days** after the telephone call to schedule the inspection. **Please allow for a seven day lead time to ensure the inspection passes before the tenant/occupant is scheduled for move in.**
4. Inspection results (Failed/Passed) report will be emailed to the owner/property manager. All (Passed) reports will be emailed to the owner/property manager and the Municipality - City of St. Ann.

St. Louis County Representative for Re-occupancy Inspections (314) 615-4100

The **City of St. Ann** issues the **Occupancy Permit** to the tenant/occupant once the Inspection has passed by St. Louis County Inspector. The tenant/occupant will submit an application listing **all occupants** that will be residing at the property along with a valid government issued photo identification of anyone 16 years of age and older, this includes all children. This permit is required prior to moving in, the cost is \$30.00. For more information, contact the **City of St. Ann (314) 427-8009**.

**City of St. Ann
10405 St. Charles Rock Rd.
St. Ann, Missouri 63074
(314) 427-8009**

City Hall is located in the same lobby as the St. Ann Police Department. Our hours are **Monday thru Friday, 8:00 a.m. to 4:00 p.m.** The City does provide an afterhours drop box for your convenience. **All documentation and payment must be included** in order for your application to be processed.