

# City of Creve Coeur Building Division



## When a Permit is Needed

The permit process is one of the most important parts of the building code and often the most misunderstood by homeowners, building owners and property managers. Requiring permits and inspections is the only way a building department can ensure alterations to a building, meet *minimum* requirements for safety, health and energy conservation. Performing work that does not meet these basic requirements could become an unfortunate and expensive disclosure issue for owners and can compromise needed coverage from their home and building insurance carrier. Ensuring the safety of our homes and businesses should be a priority for everyone.

The following projects require a city permit:

- Basement Finish
- Bathroom Remodel
- Carport Conversion
- Commercial Alteration
- Commercial Building Door Hardware
- Commercial Signs
- Commercial Tenant Finish
- Deck/Balcony/Porch (Even If Only Decking or Guardrails Are Being Replaced)
- Driveway Apron Replacement
- Emergency Generators
- Fences
- Fire/Water Damage Repair
- Fireplaces (Indoor or Outdoor)
- Foundation Repair
- Furnace/AC Equipment Replacement (Installed by a St. Louis County Licensed Mechanical Contractor)
- Garage Addition
- Gazebo/Pergola
- Grading, Filling or Excavating an Area 2,000 Square Feet or Greater
- Hot Tub
- House Demolition
- Interior Construction
- Kitchen Remodel (depends on project scope)
- New Commercial Building
- New Home
- New Stairs (Interior or Exterior)
- Outdoor Fire pits
- Outdoor Sports Court
- Patios That Include Exterior Stairs or Outdoor Fireplaces
- Pool House / Cabana
- Radon Mitigation
- Re-Roofing Commercial Buildings
- Retaining Walls over 48" height
- Room Addition
- Skylights
- Solar Panel Systems
- Sump Pump Pit & Drain Tile
- Permanent Swimming Pool (New)
- Permanent Swimming Pool (Repairs)
- Swimming Pool Demolition
- On-ground Storable Swimming Pool (deeper than 24")
- Utility Shed

**NOTE: All remodeling in multi-story, multi-family buildings (condominiums and apartment buildings) requires a Building Permit to be issued by the City. The City wants to ensure that this remodeling will not void the 1 hour fire resistance rating of floors, ceilings and walls that are required to separate one dwelling unit from another.**

The following projects do *not* require a city permit:

- Children's play structures
- Guttering & downspouts
- Install siding (unless wall studs or sheathing are damaged)
- Landscaping
- Minor repairs or drywall patching
- Paint house
- Political signs
- Re-roofing homes and townhomes (unless rafters or trusses are damaged)
- Tuck pointing exterior masonry veneers
- Replacement of windows or doors on existing structures without opening modifications.
- Replacement of cabinets or countertops in same location when project does not include any framing, electric or plumbing work

**NOTE:** St. Louis County will need to issue an ELECTRICAL PERMIT or a PLUMBING PERMIT to a licensed electrician or licensed plumber for any new electrical or plumbing work, including but not limited to:

- New electrical service panel
- New electrical boxes and wiring
- Replace water heater
- Low-voltage home security system
- Adding new circuits
- Resetting/relocating plumbing fixtures
- Lawn Irrigation System
- Replacement or rearrangement of supply pipes, waste pipes, soil pipes or vent pipes

**Important Note:**

These lists are *not* all inclusive. For questions about when you may need a building permit: Please contact the Creve Coeur Building Division at (314) 872-2500

Please contact the St. Louis County Department of Public Works for any questions regarding:  
Electrical Permit (314) 615-7082  
Plumbing Permit (314) 615-7137