

AN ORDINANCE TO PROVIDE THE PROCEDURE FOR THE ISSUANCE OF BUILDING PERMITS AND FOR THE APPLICABLE REGULATIONS AND COST IN REFERENCE THERETO

Section 1.

That Ordinance No. 66 dated March 10th, 1977, is hereby repealed

Section 2.

That no building or buildings shall be erected within the limits of the Village of Oakwood, Missouri, and no alterations shall be made upon existing structures within of the Village of Oakwood, Missouri, without a building permit duly issued by the Board of Trustees of said Village of Oakwood to the builder or owner.

Section 3.

When any person, firm or corporation shall contemplate the erection of any building, or the alteration of any existing structure, they shall, before construction has begun, submit to the Board of Trustees of the Village of Oakwood, Missouri, plans and specifications drawn to scale and any other information deemed necessary by the Board of Trustees describing the dimensions, of said proposed structure or alteration, the materials to be used, the probable cost thereof, the location of said proposed structure or alteration with measurements from all lot lines to foundations lines of the building, building corner elevations, lot corner elevations, and the purpose for which structure is to be used.

Section 4.

Upon receipt of the properly executed building permit application and upon receipt of the plans and specifications to be provided by the builder or owner, the Village Board of Trustees shall within a reasonable time thereafter consider said plans and specifications for the purpose of determining that said construction or alteration does or does not violate any zoning restrictions or building codes of said Village and is not a menace to the health, safety and general welfare of the surrounding property owners and the health, safety, and general welfare of the residents of the Village.

Section 5.

When in the opinion of the Board of Trustees of the Village of Oakwood, said proposed structure does not violate the provisions of any other ordinance of said Village and is not a menace to the health, safety and general welfare of the residents of said Village, the Board of Trustees shall approve the issuance of a permit to the applicant or applicants and shall instruct the Clerk of said Village to issue a building permit and the Clerk of said Village shall issue a permit, noting thereon the approval of the Board of Trustees.

Section 6.

Any building permit issued under the terms of this Ordinance shall be effective for a period of seven (7) months from the date of approval by the Board of Trustees. In the event said construction is begun within reasonable period of time after issuance of said permit

and shall continue for an uninterrupted period of time extending no longer and six (6) months, no additional building permit shall be required. If, however, construction is not completed within the six-month period, and additional building permit shall be required and shall be for a period of sixty (60) days. The Board of Trustees shall have the right to extend either of these permits by an amount of time equal to the time lost because of weather, strikes, or acts of God, or for any other good cause.

Section 7.

Residents seeking approval for plan examination and building permit shall submit the current application for approval to the Village of Oakwood Board of Trustees:

- A. For a new structure –
- B. For alterations or changes to any existing structure
- C. For any additional building permit or permits required under Section 6 above.

The application for approval can be found at www.villageofoakwood.org or by requesting one from the Village Clerk.

Permit fees shall be assessed based on the current permit fee schedule, available at www.villageofoakwood.org or from the Village Clerk.

Section 8.

Any person, firm or corporation attempting to erect any building or cause any alteration to be done on the existing structure without complying with the requirements herein set forth shall be deemed guilty of a misdemeanor and on conviction shall be subject to the penalties provided in Section 16 of Ordinance No. 10 (Zoning ordinance).

Section 9.

This ordinance shall be in full force and effect from and after the date of its passage.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF OAKWOOD, AS FOLLOWS,

Passed this 18 day of SEPTEMBER, 2025



Monte Stephenson, Chairman, Board of Trustees, Village of Oakwood, Clay County, Missouri

Approved this 18 day of SEPTEMBER, 2025



Monte Stephenson, Chairman, Board of Trustees, Village of Oakwood, Clay County, Missouri



Attest: Chaundra Crawford, Village Clerk