

# City of Savannah

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The following guidelines are provided to assist property owners and contractors with the orderly renovation efforts of residential and commercial projects within the provisions of Savannah Building Codes, Zoning Ordinances and the Savannah Storm Water Management Ordinance. This includes remodeling efforts of businesses around the City's historic square and other similar projects that require any structural changes. Please read them carefully and understand that they do not include all of the code requirements, but are summarized for an efficient guideline.

The codes currently adopted by the City are the 2009 Existing Building Code, 2006 International Residential Code, 2006 International Plumbing Code, 2006 International Mechanical Code, 2006 International Fuel Gas Code, and the 2006 ICC Electrical Code.

The City requires permits and inspections for all construction.

## **PERMITS AND FEES**

In order to obtain a building permit, the building inspector needs to review the building plans and the site plan for building code and zoning regulations. The building plans shall include floor plans, a foundation plan, building elevations, and a building wall cross-section. The site plan shall show the legal description; the property dimensions; all easements; existing and proposed buildings; lot corner, foundation, and finished floor elevations; type of structure; directional arrows or spot elevations depicting drainage swales; all public utilities on or adjoining the site, and dimensions from proposed buildings to property lines. Locations of straw bales or similar erosion control measures are required to assure protection of adjacent property.

A right of way damage report must be completed and submitted with the permit application. A building permit must be issued prior to any work commencing.

Permit fees are based upon the square footage of the project.

No foundation excavation will be started until a building permit has been obtained.

Inspections are performed during construction. A minimum of 2 hours notice is needed to allow for scheduling. All inspections will be performed within 24 hours from the time of the inspection request. All rough-in inspections must be approved before any work is concealed. Exception: Final Occupancy and Framing inspections will be next day inspections.

1. Footing Inspection: A footing inspection is required after all steel is in place and prior to concrete placement. Finished floor verification of the elevations will be confirmed as part of the footing inspection. The foundation plan and plot plan is required to be on-site. No field altered foundation plans will be used at this inspection.
2. Foundation Wall: A wall inspection is required after all steel is in place and prior to concrete placement.
3. Sewer Inspection: A sewer inspection is required after the building sewer is connected to the sewer "WYE".
4. Water Inspection: A water inspection is required after all underground piping; meter yoke, pit and lid are in place.
5. Ground Rough Plumbing Insp: All underground or under slab plumbing must be inspected prior to covering.
6. Top Rough Plumbing Insp: All rough plumbing must be inspected when drain/waste and vents and water piping is roughed in, prior to insulating or drywall stocking.
7. Framing Inspection: Building-framing must be inspected after all framing and furring is completed, prior to insulating or drywall stocking.  
Note: In multi-family and duplex units, a one-hour dwelling separation inspection is required.
8. Fireplace Inspection: All masonry fireplace and chimneys are required to be inspected during construction. One inspection will be made after the fire-box is built (without brick facing) but before the chimney is completed. See attachment.
9. Electrical Rough Inspection: The electrical wiring must be inspected after all wiring, boxes, and recessed fixtures are installed. Boxes should be made up and home runs should extend to the service location. The inspection must be approved prior to insulating or drywall stocking.
10. Mechanical Rough Inspection: Mechanical vents, ducts, and return air spaces require inspection prior to insulation or drywall stocking.
11. Electrical Service Inspection: The service needs to be inspected before Missouri Public Service will provide electricity. The service panel, disconnect, service entrance conductors, and grounding need to be complete for service panels and subpanels. The panel cover

should be off but available near by. The electrical service will not be released to the utility company until all rough-in inspections have been approved.

12. Driveway/Sidewalk Inspection: Inspections are needed for driveway approaches and public sidewalks prior to placing the concrete.
13. Gas Inspection: All gas piping on the building side of the gas meter needs to be inspected after all piping is installed before MGE will install a gas meter. The inspector shall witness a pressure test.
14. Occupancy Inspection: An occupancy inspection is required prior to any occupancy of a building or addition. All electrical connections, faceplates, panels and fixtures must be complete. Plumbing fixtures, mechanical equipment, final grade, sidewalks, driveways and safety features such as handrails, guardrails, and smoke detectors must be completed.
- Final grade will be verified by inspection, per approved plot plan in accordance with the Storm Water Management Ordinance and R401.3 of the 2003 International Residential Code.
- \*A NON RENEWABLE TEMPORARY OCCUPANCY can be issued when approved by the Chief Building Official, provided all life, safety and all interior items are completed. A \$50.00 fee is required to be paid, prior to approval of a temporary occupancy. All exterior items are required to be completed within the allotted time. Exceptions of the temporary for exterior items, due to weather conditions, may be granted.
15. Right of Way Inspection: A Right of Way (R.O.W.) inspection shall be requested by the permit holder.
16. Reinspection Fees: Permit fees provide for inspections and the first reinspection. A reinspection fee will be incurred for any additional inspections that are made necessary, by incomplete or faulty work, or because the building is locked. This fee shall be paid by the permittee before another inspection can be requested.

**Plot Plan Review**  
**for Single Family & Two Family Dwellings**

Application for single family and duplex building permits shall include a plot plan of the site to be built upon. The following information must be shown on the plot plan and will be reviewed and verified prior to the issuance of a building permit:

1. All drawings must be to scale and the scale noted on the drawing
2. Drawing must have an arrow showing which direction is north.
3. Drawing must have a licensed Missouri land surveyor's seal.
4. Drawing must show who the plot plan is for, lot number, subdivision, and plat number.
5. Drawing is to show all property lines, the length of all property lines, all easement locations, the type of easement, and the width of easement.
6. Drawing must show all building set back lines and their required distances from property lines. This includes minimum set back distances to side lot property lines.
7. Drawing must show outline of building foundation to be constructed with all dimensions of foundation, as well as distances from foundation to property lines in all directions.
8. Show all extensions of structure, with their dimensions, that extend past the foundation line, e.g., cantilevers and decks.
9. Drawing must show the location and width of the driveway.
10. The drawing must show the street names of all streets adjacent to the lot being built on.
11. Original grade and finished grade elevations must be shown at building corners and at property corners. Top of curb elevations at front of lot are required, as well as top of cub elevations for the side-street-side of corner lots.
12. Drawing must show elevations of basement floor, garage floor, top of foundation wall, and center of driveway at back of curb with a notch in the curb to indicate where the elevation was taken.
13. Show location and type of erosion control devices with arrows showing direction of runoff on lot.
14. Drawing must show location of all public utilities located on lot and all service line locations (water and sewer).
15. Drawing must show closest sanitary sewer manhole with station identification, and flow lines in and out of manhole.
16. Drawing must show sanitary sewer line (stub) location, distance from closest sanitary sewer manhole to stub, angle of stub to sewer main, length of stub, and elevation of end of stub. Drawing must also show minimum basement floor elevation as determined by the elevation of the end of the stub.
17. Drawing must show all swales or berms to direct water flow across the lot.

Please direct any questions to the City of Savannah building inspector.