

Application for Residential Occupancy Inspection

City of Overland, Missouri

Department of Public Works
9119 Lackland Road
Overland, MO 63114

INSPECTION ADDRESS: _____

THIS PROPERTY SHALL BE OCCUPIED BY THE: OWNER (BUYER) RENTER

NAME OF APPLICANT: _____

I AM THE: OWNER LEASING AGENT BUYER RENTER

PROPERTY OWNER: _____

OWNER'S ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

OWNER'S PHONE #: _____ FAX #: _____

NAME OF SELLING/LEASING AGENT: _____

AGENCY NAME & ADDRESS: _____

AGENT'S PHONE #: _____ FAX #: _____

BUYER'S NAME: _____

BUYER'S ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

BUYER'S PHONE #: _____ FAX #: _____

RENTER'S NAME: _____

RENTER'S
CURRENT ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

RENTER'S CURRENT PHONE #: _____

OFFICE USE ONLY

APPOINTMENT TIME: _____ AM PM INSPECTION DATE: _____

INSPECTOR: _____ OCCUPANT LIMIT: _____

ROC #: _____

THIS DOCUMENT SHALL BE MADE PART OF PERMANENT RECORDS FOR THE ABOVE REFERENCED ADDRESS

NOTE: ALL UTILITIES MUST BE ON AT TIME OF INSPECTION

THIS IS TO CERTIFY THAT THE UNDERSIGNED APPLICANT HAS THE AUTHORITY TO EXECUTE THIS DOCUMENT AS THE OWNER OF OWNER'S AGENT, OR WITH THE OWNER'S AUTHORITY AS THE RENTER WHO AGREE TO MAKE ALL REPAIRS ON THE PROPERTY AS SPECIFIED IN THE OCCUPANCY INSEPTION REPORT FOR THIS ADDRESS. THE APPLICANT HEREBY AFFIRMS THAT ALL INFORMATION CONTAINED HEREON IS FULLY ACCURATE AND TRUE. THE APPLICANT HEREBY GRANTS THE CITY OF OVERLAND, MISSOURI AUTHORITY TO ENTER ONTO AND INTO THE ABOVE NOTED INSPECTION ADDRESS TO CONDUCT ALL REQUIRED INSPECTIONS DURING REASONABLE BUSINESS HOURS.

ANY FALSE STATEMENT OR MISREPRESENTATION SHALL CAUSE THIS APPLICATION, OR ANY PERMIT ISSUED HEREON TO BE NULL AND VOID.

THE APPLICANT HEREBY AFFIRMS THAT ALL SPECIFIED REPAIRS SHALL BE COMPLETED WITHIN NINETY (90) DAYS FROM THE INSPECTION DATE OR BY THE TIME AN OCCUPANCY PERMIT IS ISSUED, WHICHEVER COMES FIRST.

THE BUILDING COMMISSIONER MAY APPROVE AN EXTENSION OF ANY DEADLINE BASED UPON LIMITED CIRCUMSTANCES. ALL REQUESTS MUST BE SUBMITTED IN WRITING NO LESS THAN THIRTY (30) DAYS PRIOR TO ANY ESTABLISHED DEADLINE.

UPON CORRECTION OF ALL ITEMS CITED, THE APPROVED INSPECTION SHALL BE VALID FOR A PERIOD OF NO LONGER THAN ONE HUNDRED AND TWENTY DAYS (120) FROM THE APPROVAL DATE. IN THE EVENT THAT AN OCCUPANCY PERMIT IS NOT ISSUED TO NEW OCCUPANTS WITHIN THAT PERIOD OF TIME A NEW OCCUPANCY INSPECTION SHALL BE REQUIRED PRIOR TO ANY CHANGE OF OCCUPANCY.

USE OR OCCUPANCY OF A PROPERTY WITHOUT AN APPROVED CERTIFICATE OF OCCUPANCY CONSTITUTES A VIOLATION OF CITY OF OVERLAND ORDINANCE SECTION 515.070 AND MAY RESULT IN PROSECUTION.

IMPORTANT NOTE

THE APPLICANT HEREBY AGREES WITHOUT RESERVATION THAT ALL CITED CODE VIOLATIONS SHALL BE CORRECTED WITHIN THE PROSCRIBED PERIOD OF TIME REGARDLESS OF WHETHER A CHANGE IN OCCUPANCY TAKES PLACE. THIS APPLICATION SHOULD NOT BE SUBMITTED IF THIS CONDITION CANNOT BE FULFILLED.

SIGNATURE OF APPLICANT: _____

DATE: _____

A forty dollar (\$40) non-refundable inspection fee is due at the time this application is submitted for review. This fee will cover the initial inspection and one (1) re-inspection. Additional inspections shall be charged at a rate of forty dollars (\$40) per re-inspection.

If the property is occupied the applicant must arrange for someone to meet the inspector at the appointed time. City inspectors will not enter occupied residences unless accompanied by the owner or their representative.