



## **FLORISSANT CITY COUNCIL AGENDA**

**City Hall**

**955 rue St. Francois**

**Monday, November 13, 2017**

**7:30 PM**

**Karen Goodwin, MMC/MRCC**



### **I. PLEDGE OF ALLEGIANCE**

### **II. ROLL CALL OF MEMBERS**

### **III. APPROVAL OF MINUTES**

- Meeting and Executive Meeting minutes of October 23rd, 2017
- Budget Work Session minutes of October 14, 17 & 24<sup>th</sup> and November 2<sup>nd</sup>, 2017

### **IV. HEARING FROM CITIZENS**

(Speaker cards are available at the entrance to the Council Chambers)

### **V. COMMUNICATIONS**

### **VI. PUBLIC HEARINGS**

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17-11-026 (Ward 3) Application Staff Rpt Plans	Request to issue an amendment to B-5 Ordinance No. 6830 to allow for a restaurant with outdoor dining for the property located at 8180 N. Lindbergh. (Planning and Zoning recommended approval on 10/16/7)	Keith Kitsis
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### **VII. OLD BUSINESS**

#### **A. SECOND READINGS**

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S9318	Ordinance Amending Article XVII "Residential Rental Real Estate." (Postponed to this date on October 23, 2017)	2 <sup>nd</sup> Reading Pagano
S9319	Ordinance providing for the repeal of Chapters 500, 505 and 510 of the Code of Ordinances of The City Of Florissant, Missouri, as amended, relating to the building code and enacting in lieu thereof a new Chapter 505 and a new chapter 510 on the same subject with certain modifications as hereinafter set forth.	2 <sup>nd</sup> Reading Council as a whole

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9320	Ordinance authorizing an appropriation of \$225,000 from the Sewer Lateral Fund to account no. 0850 “Professional Services” to allow for reimbursement to the Metropolitan Sewer District (MSD) for the installation of backflow prevention valves.	2 <sup>nd</sup> Reading Pagano
9321	Ordinance amending Schedule XIII, Table XIII A “Parking Prohibited at all times on certain streets” by adding portions of Florisota.	2 <sup>nd</sup> Reading Jones

## **VIII. NEW BUSINESS**

### **A. BOARD APPOINTMENTS**

### **B. REQUESTS**

(Ward 3) Application	Request to transfer Special Use Permit No. 8163 from HRLH Inc. d/b/a Viet Thai to Ou Leng LLC d/b/a Thai Kitchen for the operation of a sit-down, carry-out restaurant located at 8458 N. Lindbergh.	Sasimonthon Ongartsutthikul
(Ward 2) Application	Request for George Awwad for a permit to keep chickens located at 825 Daniel Boone Drive. (Health Department Recommended approval)	George Awwad
(Ward 2) Application	Request for Alison Brockham-Ruiz for a permit to keep 2 hens located at 807 Loekes Drive. (Health Department Recommended approval)	Alison Brockham- Ruiz

### **C. BILLS FOR FIRST READING**

9322	Ordinance authorizing an amendment to Ordinance No. 6830 to allow for a restaurant with outdoor dining for the property located at 8180 N. Lindbergh.	Eagan
9323	Ordinance authorizing a transfer of Special Use Permit No. 8163 from HRLH Inc. d/b/a Viet Thai to Ou Leng LLC d/b/a Thai Kitchen for the operation of a sit-down, carry-out restaurant located at 8458 N. Lindbergh.	Eagan
9324 Annual Plan	Ordinance approving the Community Development Block Grant (CDBG) FY2018 Annual Action Plan for the City of Florissant, Missouri and authorizing and directing the Mayor to submit such plan to the United States Department of Housing and Urban Development.	Council as a whole

9325 Budget Document	Ordinance adopting the budget for the City of Florissant for the fiscal year commencing on December 1, 2017 and ending on November 30, 2018 and providing for its effective date.	Pagano
9326	Ordinance authorizing a one-time retirement incentive opportunity for City of Florissant Full-time employees who qualify.	Council as a whole
9327 Memo	Ordinance authorizing a transfer of \$15,000 from account no. 01-5-06-28020 "Golf Course Merchandise-Concessions" to account no. 01-5-06-26000 "Golf Course Utilities" to cover golf course utility costs through the end of the fiscal year.	Pagano
9328	Ordinance amending Section 125.065.A "Job Classification and Grade Level" by adding and deleting certain job classifications.	Pagano
9329	Ordinance amending Ordinance No. #8182 which established a compensation plan for part-time employees of the City of Florissant and which contains an effective date clause.	Council as a whole
9330	Ordinance amending ordinance no. 8182 establishing a length of service plan for part-time employees by adding the position of "Economic Development Coordinator."	Pagano
9331 Memo	Ordinance authorizing an appropriation of \$15,000 from the General Revenue Fund to account no. 493001 "Vehicle" to cover operating expenses through the remainder of the fiscal year.	Pagano

**MOTION TO CANCEL THE SECOND MEETING IN DECEMBER (25<sup>TH</sup>) DUE TO THE CHRISTMAS HOLIDAY.**

**IX. COUNCIL ANNOUNCEMENTS**

**X. MESSAGE FROM THE MAYOR**

**XI. ADJOURNMENT**

**THIS AGENDA WAS POSTED AT THE FLORISSANT CITY HALL NOVEMBER 10, 2017 AT 12:00 PM ON THE BULLETIN BOARD OUTSIDE THE COUNCIL CHAMBERS. ANY ONE WISHING TO ATTEND THE COUNCIL MEETING WHO HAS SPECIAL NEEDS SHOULD CONTACT THE CITY CLERK'S OFFICE AT 839-7630 OR TDD 839-5142 BY NOON ON MONDAY, NOVEMBER 13, 2017.**

# CITY OF FLORISSANT



## COUNCIL MINUTES

October 23, 2017

The Florissant City Council met in regular session at Florissant City Hall, 955 rue St. Francois on Monday, October 23, 2017 at 7:30 p.m. with Council President Pagano presiding. The Chair asked everyone in attendance to stand and join Eagle Scout Nigel Bailey in reciting the Pledge of Allegiance.

On Roll Call the following Councilmembers were present: Jones, Eagan, Caputa, Schildroth, Henke, Pagano, Parson, Siam and Lee. Also present was Mayor Thomas P. Schneider, City Attorney John Hessel and City Clerk Karen Goodwin. A quorum being present the Chair stated that the Council Meeting was in session for the transaction of business.

Councilman Parson moved to amend the September 20, 2017 Work Session Minutes, in the "Roll Call," to change "Schmidt" to "Parson." Councilman Parson moved to approve the Meeting Minutes of October 9<sup>th</sup>, 2017 and amended Work Session Minutes of September 25, 2017, seconded by Schildroth. Motion carried.

The Chair stated the next item on the agenda was Hearing from Citizens.

- John Engelmeyer, 1281 Graham Rd., asked that the Council amend the Agenda to place Eagle Scout Nigel Bailey before "Hearings from Citizens." He also asked if Bill No. 9319 would be read in its entirety.
- Eiko Shepherd, 1918 N. 57<sup>th</sup> Street and Judo teacher, stated that there was a considerable amount of great, positive things about Florissant that needed to be acknowledged.

The next item on the Agenda was a Certificate of Recognition for Eagle Scout Nigel Bailey.

The next item on the Agenda was Communications.

1. Email, dated October 19, 2017 from Tim Green regarding a legislative briefing.



32 The next item on the Agenda was Public Hearings.

33 The City Clerk reported that Public Hearing #17-11-027 to be held this night regarding the  
34 Fiscal Year 2018 Annual Plan for the Florissant Community Development Block Grant Program. The  
35 Chair declared the Public Hearing to be open and invited those who wished to be heard to come  
36 forward.

37 Carol O'Mara, Director of Community Development, informed the Council that the Citizens  
38 Participation Committee member who was to present the Annual Plan, was unable to attend tonight's  
39 meeting due to a family emergency. Ms. O'Mara had presented the Annual Budget to the Citizens  
40 Participation Committee at their meeting on September 21, 2017 at which it was unanimously approved  
41 as presented. She thanked the Council for allowing the position of Part Time Volunteer Coordinator to  
42 the staff. She also informed the Council that the COPS Program has been renamed *Project Impact*.  
43 Ms. O'Mara broke down the various elements of the 2018 Community Development Block Grant  
44 (CDBG) Budget. A draft of the Annual Plan is now available on the city's website and the Community  
45 Development Office for a 30 day comment period which will end November 22. She encouraged  
46 everyone to review the plan.

47 The Chair asked if there were any citizens who would like to speak on said public hearing.  
48 Being no citizens who wished to speak, Councilman Schildroth moved to close P.H. #17-11-027,  
49 seconded by Caputa. Motion carried.

50 Councilman Caputa moved that Bill No. 9313 An Ordinance to issue an amendment to B-5  
51 Ordinance No. 8105 to allow for a retail establishment (Dollar General) for the property located at  
52 15275 New Halls Ferry Road be read for a second time, seconded by Jones. Motion carried and Bill  
53 No. 9313 was read for a second time. Councilman Caputa moved that Bill No. 9313 be read for a third  
54 time, seconded by Lee. Motion carried and Bill No. 9313 was read for a third and final time and placed  
55 upon its passage.

56 Before the final vote all interested persons were given opportunity to be heard. On roll call the  
57 Council voted: Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes,  
58 Siam yes and Lee yes. Whereupon the Chair declared Bill No. 9313 to have passed and said Bill  
59 became Ordinance No. 8353.

60 Councilman Lee moved that Bill No. 9314 An Ordinance to authorize a Special Use Permit to  
61 Mullanphy Gardens Acquisitions, LLC d/b/a Spot House Restaurant & Bar to allow for the operation of  
62 a restaurant and bar for the property located at 2 & 3 Mullanphy Gardens Shopping center be read for a

second time, seconded by Siam. Motion carried and Bill No. 9314 was read for a second time. Councilman Lee moved that Bill No. 9314 be read for a third time, seconded by Henke. Council Lee asked the petitioner to come forward and describe his restaurant/menu. Councilman Jones reminded the petitioner to place a trash can outside the restaurant and to keep all the trash picked up. Motion carried and Bill No. 9314 was read for a third and final time and placed upon its passage.

Before the final vote all interested persons were given another opportunity to be heard. On roll call the Council voted: Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes and Lee yes. Whereupon the Chair declared Bill No. 9314 to have passed and said Bill became Ordinance No. 8354.

Councilman Eagan moved that Bill No. 9315 Ordinance authorizing the re-painting of masonry for Kabul V Center Commercial Properties, LLC located at 428 Howdershell Road be read for a second time, seconded by Jones. Motion carried and Bill No. 9315 was read for a second time. Councilman Eagan stated that this shopping center was in need of a “face lift” and he would be supporting this bill. Councilman Eagan moved that Bill No. 9315 be read for a third time, seconded by Pagano. Motion carried and Bill No. 9315 was read for a third and final time and placed upon its passage.

Before the final vote all interested persons were given opportunity to be heard. On roll call the Council voted: Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes and Lee yes. Whereupon the Chair declared Bill No. 9315 to have passed and said Bill became Ordinance No. 8355.

Councilman Eagan moved that Bill No. 9316 Ordinance amending Chapter 340 “Miscellaneous Driving Rules” by adding a new Section 340.105 “Golf Cart Regulations” be read for a second time, seconded by Henke. Motion carried and Bill No. 9316 was read for a second time. Councilwoman Pagano stated that she lived in an area with busy streets and her residents expressed concerns about safety. As a result, she would be voting no on this Bill. Councilman Eagan moved that Bill No. 9316 be read for a third time, seconded by Henke. Motion carried and Bill No. 9316 was read for a third and final time and placed upon its passage.

Before the final vote all interested persons were given an opportunity to be heard. On roll call the Council voted: Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano no, Parson yes, Siam yes and Lee yes. Whereupon the Chair declared Bill No. 9316 to have passed and said Bill became Ordinance No. 8356.

Councilman Lee moved that Bill No. 9318 Ordinance amending Article XVII “Residential Rental Real Estate” be postponed to 11/13/2017, seconded by Eagan. Motion carried.

The next item on the agenda was Board Appointments

Councilman Parson moved to reappointment Timothy Gorry, 1935 Derhake, to the Parks & Recreation Advisory Board as a member from Ward 8 for a term expiring on 8/11/2020, seconded by Schildroth. Motion carried.

The next item on the agenda was Requests.

Councilman Caputa moved to approve the request for a Full Package Liquor License for A-1 Mart and Package Liquor located at 2875 Patterson Road, seconded by Eagan. Motion carried. On roll call the Council voted: Jones no, Eagan yes, Caputa no, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes and Lee yes. The Chair declared that the liquor license request was approved. Councilman Caputa explained that he voted against this liquor license request because there were already too many businesses in the area that sold alcohol.

Councilman Lee moved to approve the request for a Full Liquor by the Drink License for Spot House Restaurant located at 2 & 3 Mullanphy Gardens Shopping Center, seconded by Parson. Motion carried. On roll call the Council voted: Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes and Lee yes. The Chair declared that the liquor license request was approved.

Councilman Henke moved to approve the request for a Full Package Liquor License for Alvicorp, LLC d/b/a Grandview Convenience Food & Liquor located at 1711 Dunn Road, seconded by Eagan. Motion carried. On roll call the Council voted: Jones yes, Eagan yes, Caputa no, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes and Lee yes. The Chair declared that the liquor license request was approved.

Councilman as a Whole introduced Bill No. 9319 An Ordinance providing for the repeal of Chapters 500, 505 and 510 of the Code of Ordinances of the City of Florissant, Missouri, as amended, relating to the Building Code and enacting in lieu thereof a new Chapter 505 and a new Chapter 510 on the same subject with certain modifications as hereinafter set forth and said Bill was read for the first time by title only.

Councilwoman Pagano introduced Bill No. 9320 An Ordinance authorizing an appropriation of \$225,000 from the Sewer Lateral Fund to Acct. No. 0850 “Professional Services” to allow for

reimbursement to the Metropolitan Sewer District (MSD) for the installation of backflow prevention valves was read for the first time by title only.

Councilman Jones introduced Bill No. 9321 An Ordinance amending Schedule XIII, Table XIII A “Parking Prohibited at all times on Certain Streets” by adding portions of Florisota Drive was read for the first time by title only.

The next item on the Agenda was Council Announcements.

Councilman Eagan announced that *Race to the Shrine* in Old Town was very successful and well attended. He thanked the City of Florissant for their sponsorship.

Councilman Caputa reminded residents to keep their firearms secured. He asked residents to join their local Neighborhood Watch Program-it works! Ward 4 has implemented an “Adopt a Street” Program and on Nov. 4<sup>th</sup> residents will be out cleaning up Humes and sections of Patterson Road.

Councilman Siam announced that Wards 8 & 9 will be hosting a Ward Meeting on November 14<sup>th</sup> at 7 pm at the Eagan Center.

Councilman Jones encouraged everyone to donate and volunteer for TEAM. He noted that construction on Shackelford and Howdershell Roads will be completed in approximately a year. Speed cameras have been installed for the safety of the workers and residents.

The next item on the Agenda was Mayor Announcements.

The Mayor commended Feoffrey Soyiantet for his efforts in aiding and supporting African immigrants in their relocation process. The Mayor enjoyed the cultural activities displayed at their recent fundraising dinner.

The recent D.A.R.E. Halloween event at JFK was fantastic and enjoyed by all. *Spooky Crafts* will be held on October 26<sup>th</sup> at JFK and on Halloween night little ones can participate in a fun, safe evening of activities. The Mayor added that the ice rink will be opening this week. He welcomed back Dr. Davis of the Ferguson Florissant School District. Winter Break Camp is scheduled for children around the holidays and to call the civic centers for more information. The City is hosting a “Soldiers Wish List” drive for items for those serving in the military overseas. The city will be sponsoring a Veterans Day Parade on November 12<sup>th</sup>, honoring all veterans, beginning at Bangert Park and ending at the VFW on St. Francois.

The Council President announced that the next regular City Council Meeting was scheduled for Monday, November 13, 2017 at 7:30 pm. There is also a Budget Session scheduled for Tuesday, October 24<sup>th</sup>, 2017.

Councilman Eagan moved to adjourn the meeting, seconded by Jones. Motion carried. The meeting was adjourned at 8:15 p.m.

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Karen Goodwin, City Clerk

The following Bills were signed by the Mayor:

Bill No. 9313	Ord. 8353
Bill No. 9314	Ord. 8354
Bill No. 9315	Ord. 8355
Bill No. 9316	Ord. 8356

**CITY OF FLORISSANT  
CITY COUNCIL**

**OPEN EXECUTIVE SESSION**

October 23, 2017



The City Council of the City of Florissant met in open Executive Session on Monday October 23, 2017 at 6:30 pm. in the Council Conference Room at the Florissant City Hall, 955 rue St. Francois, with Council President Jackie Pagano presiding. On Roll Call the following Council members were present: Caputa, Schildroth, Henke, Pagano, Parson, Siam, Lee, Jones and Eagan. Also present was Mayor Schneider, City Clerk Karen Goodwin and City Attorney John Hessel.

Councilman Lee moved to call for a closed meeting to discuss real estate pursuant to Section 610.021(1) of the Revised Statutes of Missouri, seconded by Eagan. On Roll Call the Council voted: Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes and Lee yes. Motion carried.

The Council discussed real estate matters.

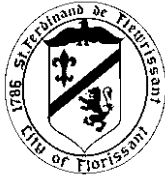
Councilman Henke moved to open the closed executive session, seconded by Schildroth. On roll call the Council voted: On Roll Call the Council voted: Jones yes, Eagan yes, Caputa yes, Schildroth yes, Henke yes, Pagano yes, Parson yes, Siam yes and Lee yes. Motion carried.

Councilman Schildroth stated that he feels that there should be no texting or reviewing texts during work sessions or meeting by councilmembers.

There being no further business to discuss, Councilwoman Pagano motioned to adjourn, seconded by Eagan. Motion carried and the meeting adjourned at 7:20 pm.

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Karen Goodwin  
City Clerk



CITY OF FLORISSANT  
BUDGET MINUTES  
OCTOBER 14, 2017



The City Council met on Saturday, October 14, 2017 for a budget work session on the FY 2017-18 proposed budget at 9:00 am in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke, Pagano, Parson, Siam, Lee, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Randy McDaniel, Assistant Finance Director Barb Weiland and City Clerk Karen Goodwin. Council President Pagano stated that a quorum was present and the meeting was brought to order.

Mayor Schneider made opening remarks to the Council regarding the budget presented to the Council.

Police:

Councilman Eagan made note that the council continues to get complaints on the speeders in the city. He would like to have a speed sign for every ward. He feels this could come out of the Proposition P money.

\*\*\*Councilman Eagan moved to add 3 additional digital speed signs, seconded by Jones. Council discussed the benefits of the speed signs and types of signs. They discussed the cost of the signs with batteries and service contracts. Council discussed the effort it takes to place the signs compared to the benefits. On voice vote the motion carried.

Councilman Caputa asked the Chief to look into solar powered units.

Councilman Schildroth discussed the police motorcycles. Chief said they now have 5 officers qualified to ride motorcycles. Councilman Schildroth asked about the state bid.

\*\*\*Councilman Schildroth moved to add another motorcycle for the Police department, Councilman Caputa asked about the training involved in qualifying to ride the bikes. Chief Lowery outlined the training necessary to qualify. Motion was seconded by Henke, Councilman Caputa asked if another bike is actually needed. Captain Boden stated that it would be good to have another bike if one goes down they have one. On voice vote the motion carried.

\*\*Chief Lowery stated that he would like to change the position of the secretary to the Chief from a Clerk Typist position to an Administrative Assistant position. He is also proposing a change in the custodian position to a class C position based on the work that he does.

The police department is asking for additional hours in dispatch as well as moving the parks police and bailiff to the police department budget. Chief Lowery stated that they are requesting additional overtime. Council discussed overtime.

Councilman Jones asked about the Health Department being placed under the Police Department. Chief Lowery stated that it is not unusual to have the health department under the police department. Councilman Jones stated that if there are problems in the Health Department the problems need to be dealt with. Councilman Caputa agreed with Councilman Jones that the personnel problems need to be handled prior to switching the leadership. Councilman Eagan stated that he does not have a problem with the dog catcher or animal control being under the police department. He asked why the city is running a kennel. He does not think the entire department needs to go under the police department. Councilman Henke agrees that the problem should be fixed first. Councilwoman Pagano asked if this would improve the communication between the departments. Councilman Parson stated that if St. Louis County could handle the Health Department functions, it needs to be investigated. The discussion involved the responsibilities of the health department. Councilman Lee stated that none of the cities that were mentioned have a health department. He said that many of the cities use St. Louis County for vector control etc. He asked why the code enforcement officers assigned by the police department do not write up grass violations. Councilman Lee also addressed the employee issues that have been known in the Health Department. He asked about the supervision of the health department. Chief Lowery stated that it will most likely fall under Captain Boden. Chief stated that he would take the time to figure out what the Health Department does and see if there are ways to make things better. Councilman Henke agreed with Councilwoman Pagano's point about communication. Councilman Henke asked about fees charged by the health department. Councilman Jones stated that the issues need to be dealt with and if things do not change by next year then the transfer could be looked at. Councilman Schildroth would like to see the Health Department stay where it is. Councilman Caputa stated that he is concerned about turning over the responsibilities of the animal control to St. Louis County.

\*\*\* Pagano moved to remove the Health Department out of the Police Department budget, seconded by Jones, Discussion: Councilman Eagan would like more information. On voice vote the motion carried.

Chief Lowery reviewed the remainder of this budget proposal. He reviewed the capital additions requested as a result of the proposition P money. Councilman Eagan discussed the Citizens Academy. Chief explained the license plate reader.

Councilman Parson asked about the legal fees that are in the police department budget. Mr. McDaniel explained the cross charging of the legal fees. Councilman Lee stated that he does not feel that this cross charging is appropriate for the Prop P money.

Councilman Lee discussed the raises that were for the uniformed employees only. Should that include the dispatchers and corrections officers. Chief stated that he did not address the park police and bailiffs in the original request for the increase but feels they need to be added.

Councilman Lee asked if a drone would be helpful to have for crime scenes and missing persons. Chief Lowery stated that he does feel that would be useful. Discussion concerned the benefits of using drones and the regulations.



\*\*\* Councilman Caputa moved to add one more speed camera, seconded by Schildroth, on voice vote the motion carried.

10:45 am... Courts:

Judge Boyle reviewed the proposed budget for the Courts. The budget for the court and prosecuting attorney budgets have been split so they are independent of each other.

Councilman Caputa asked about the salary breakdown

\*\*\* Councilman Lee moved, seconded by Pagano, to increase Office Supplies by a total of \$2,000. Motion carried. Councilman Parson asked about scanning documents. Judge Boyle stated that CDs are not approved for permanent storage.

Council discussed the prosecuting attorney hours and how they are billed.

Councilman Lee suggested a requirement that if an assistance court clerk is trained they are required to stay for a period of time. Judge Boyle stated that he would consider that. Judge Boyle asked if the court clerk could be move to pay grade 9 from 8.

Councilman Lee asked the administration to look into the requirement to stay after training.

11:20 Golf.

Todd Schmidt and Andy Sprunt reviewed the proposed budget for the golf course.

Mr. Schmidt explained the changes in personnel. Council discussed the grade level changes and the equipment requests. Councilman Lee is concerned about increased spending and the increase in revenue to keep up. He is concerned that they might be giving away too many rounds? He is not concerned with discounts, just free rounds.

Councilman Jones asked about replacement of the tractors. Andy Sprunt explained the reason for the replacement of the equipment. Councilman Lee stated that he is not in favor of replacement of the tractors every year if they are not being maintained properly. Councilman Schildroth stated that the equipment needed was reduced to two pieces of equipment. Councilman Caputa asked the age of the equipment. Mr. Sprunt answered that one was 17 years old and one was a 2004. He feels that the preventative maintenance has not been good in the past. Councilman Henke stated that whatever happened in the past, does this equipment need to be replaced? Mr. Sprunt explained why it did. Councilwoman Pagano asked about trade in value of the mowers. She suggested that we might get more out of them if they are sold outright. Councilman Caputa would like to see any vehicle purchase from American made manufacturers.

12:08 Parks and Recreation

Todd Schmidt, Bob Laramie, Cheryl Thompson presented their proposed budget.

Mr. Schmidt stated that he wanted to point out that they have been diligent in the past and they have cut close to ¼ million dollars out of the budget.

They are recommending some changes in hours for the civic centers and for the Nature Lodge. The anticipated closing of Koch pool is a significant change.

Councilman Parson asked about any security concerns with removing the hours for the Nature Lodge. Mr. Schmidt answered that it was not a security issue, just an effort to allow people to view the building.

Park Improvement fund:

Mr. Schmidt stated that they are recommending discontinuing the cart services in St. Ferdinand and Koch park.

\*\*\*Councilman Lee made a motion to put \$300,000 in the budget for dredging of St. Ferdinand Lake, seconded by Henke. Motion carried.

Council discussed the replacement of Koch pool.

Mr. Schmidt stated that the city has subsidized summer playground for many years. Fees were increased but is still being subsidized. He would recommend the fees are increased by \$30 and \$45 for two kids. He stated that with those figures they could increase the revenue by \$20,000. Nonresident fees are higher already but there are not as many. He said he would share the 5 year outlook with the Council.

Mr. Schmidt stated that Florissant is the only municipality that does not charge for the initial issuance of the ID cards. If the City could charge for the issuance of the cards, \$36,000 could be generated. Councilman Eagan does not like the idea of charging for the initial issuance of the ID card. Councilman Jones agreed.

Mr. Schmidt recommended changing the hours of the parks. Florissant is the only municipality open until 11pm. Most parks are open from sunrise to sunset.

Councilman Schildroth suggested adult events at the ice rink.

Councilman Lee asked about the fees for the snowmobile. Council discussed the fee for use of the pools.

1:54. Theater

Sean Robertson presented the Theater budget. He proposed a potential battle of the bands to allow for new bands to get in the mix for the summer concert series.

Mr. Robertson gave an overview of the shows being offered and the breakdown of the seasons.

Councilman Jones asked if there is enough money in the budget for promotion.

#### 2:24 Information Technology

Kim Emerson presented her proposed budget.

Councilman Lee asked about proper backups. Mrs. Emerson stated that they implemented 3 different backups as well as a cloud backup issue. She explained the email screening servers.

#### 2:30 Media

Kerry Luster presented his budget. Overtime was cut last year, he asked that it be put back in the budget.

Mr. Luster explained the equipment that is being requested.

Councilman Eagan asked Mr. Luster to explain how the Focus is delivered. Mr. Luster said that the city pays the post office to have them deliver the focus to each household and business.

Councilman Henke stated that he has already spoken to the post office about delivery problems.

Councilman Lee asked when they are running low on overtime. Mr. Luster stated that it is mostly for Chris Pullium to take care of other shoots that need to be done out of regular hours.

#### 2:43 Senior Department

Peggy Hogan presented her budget to the City Council. She said they are going to reduce the days for the dining center for the lunch program. The program has been struggling. They will raise the price for the lunch from \$5- \$7 which pays for itself.

#### 2:54 Economic Development

Bob Russell presented the Economic Development budget. Mr. Russell read a prepared statement and would like to be reduced to a part time position and is willing to train his full time replacement. He discussed his qualifications for his position. Travel budgets and city car.

Councilman Henke asked if Mr. Russell wants to stay full time or wants to go part time. He said that he can do full time for another year but would want to find a replacement and need to have 3-4 months for training a new person for the position. Mr. Russell explained the process of what an economic development director needs to do. A government cannot market property, that is the job of the property owners or developers.

Councilman Parson asked if there would be any changes with regard to the criticisms that have been voiced in the past such as a report. Mr. Russell said that he would be willing to do so but stated that they are in discussions of 10-12 million in investment that are happening now.

Councilman Siam asked about expanding the confidentiality agreements to the entire council.

Councilwoman Pagano stated that they need someone to market this city.

Council discussed how they feel the city should be marketed.

### 3:49 Public Works

Lou Jearls presented his budget. Reduce number of clerks by 1 and add a lead inspection clerk. Eliminate one Class C position.

Mr. Jearls stated that they are asking for \$220,000 to rebuild the public works database system.

The mayor explained that there will be a 4 person IT department. They are looking into a new service. The city will send a RFP for a solution to the problem. The system will be owned by the city and staff will monitor and maintain the new system. It is going to take at least 6 months to transition to a new system. Council discussed what the database will contain and the sharing of the information. Councilman Lee stated that security features will be available.

### Capital Additions

Mr. Jearls reviewed any significant changes in the budget. He said that they will have to start looking at the replacement of one of the busses.

Councilman Parson asked about the street lights. Mr. Jearls stated that the budget number is for all of the streetlights in the city and the maintenance of the decorative street lights.

Council discussed the salt storage and the need for additional salt.

### Sewer Lateral

Mr. Jearls stated that the sewer lateral account is primarily the same. They are requesting two capital addition items.

**\*\*Mr. Jearls stated the funding for the back flow preventers need to be put into this budget.**

Council discussed the vehicles in the Sewer Lateral Program. Mr. Jearls stated that not all of the equipment being requested are vehicles.

Councilman Siam asked for a progress report on what has been done with the MSD issues in the problem areas.

Council discussed the process of sewer laterals.

### Street Fund

Mr. Jearls reviewed the street fund projects planned for 2018. Council discussed the benefits of the street fund tax. Councilman Lee asked for a list of the street projects for 2018. Councilman Caputa asked about the prioritization of the street repairs.

Justice Center

Mr. Jearls referred to a memo that was sent to the council about the progress on the justice center. He distributed a timeline chart for the work to be done.

Councilman Lee stated that in the past two weeks the city has sent \$45,000 bills to St. Louis County.

Councilman Lee questioned the number of staff needed to cut grass. Council discussed the use of the contractor to cut grass for vacant homes.

Code enforcement - Councilman Lee discussed some numbers for inspections for code enforcement. With more people, there were fewer inspections. Mr. Jearls stated he would look into it. Council discussed code enforcement and the process that takes place.

Councilwoman Pagano made a motion to move the discussion of administration to Tuesday, October 17<sup>th</sup>. 6pm.

Councilwoman Pagano opened the floor for public comment.

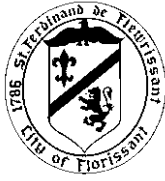
Kevin ODonnell stated that he disagreed with the health department under the police department.

Councilwoman Pagano stated that the next date for the continuation of the budget discussion will be on Tuesday, October 17, 2017 at 6pm

There being no further business to discuss, Councilman Eagan moved to adjourn meeting, seconded by Caputa. Meeting adjourned at 5:09 pm.

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Karen Goodwin  
City Clerk



CITY OF FLORISSANT  
BUDGET MINUTES  
OCTOBER 17, 2017



The City Council met on Tuesday, October 17, 2017 for a budget work session on the FY 2017-18 proposed budget at 6:22 pm in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke, Pagano, Parson, Siam, Lee, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Randy McDaniel, Assistant Finance Director Barb Weiland and City Clerk Karen Goodwin. Council President Pagano stated that a quorum was present and the meeting was brought to order.

Randy McDaniel, Director of Finance and Barb Weiland, Assistant Director of Finance.

Mr. McDaniel reviewed revenue sources using a power point presentation. Councilman Caputa requested a copy of the presentation.

Mr. McDaniel stated that the most significant loss in revenue since 2011 is the telephone tax.

Councilman Schildroth asked about turn back. Mr. McDaniel stated that it would not be significant.

Councilman Henke asked about internet sales tax. Mayor Schneider stated that this is a priority issue with the Municipal League. Council discussed internet sales tax. The city would have to pass a use tax but because we are in the pool it makes little sense to try to pass the use tax.

Councilman Eagan asked about plans to make sure the numbers remain above the 50,000 benchmark in the next census. Council discussed possible consolidations and annexations.

City Clerk Karen Goodwin requested an increase by 200 in the hours allowed for the intern position.

Mr. McDaniel reviewed the Administration proposed budget.

Councilman Lee made a statement with regard to the budget. He stated that the council has tried to get creative to find new ways to increase revenue. He said that some of the dedicated funds have been used to be creative. He discussed some examples of expenses that have been taken out of the dedicated funds and used for other purposes. He said that he would like to discuss the possibility of retirement incentive.

Councilman Eagan asked how many vacancies there were at the moment. The mayor answered there is one C man in the Parks. He concurs with Councilman Lee and he does not want to see anyone lose their job.

Councilman Caputa asked if the vacant position is effecting the department. The Mayor answered that we have more common ground and it is difficult to keep it cut. Mayor Schneider suggested some areas could be left to grow and brush hogged once a year. Council discussed other options to control the common ground areas.

Councilman Caputa called attention to pg. 76. \$25,000 for I-270 grass cutting. He stated that the state is responsible for that and doesn't feel they are being maintained. Councilwoman Pagano stated that she feels the city needs to put the money into cutting and maintaining the entrances to the city.

Councilman Schildroth discussed that the residency incentive be eliminated for new employees. Councilman Lee supports the idea. Councilwoman asked how many employees take advantage of the resident incentive. Councilman Henke suggested reducing the amount instead of eliminating it. Councilwoman Pagano does not want to eliminate the residency incentive.

Councilman Schildroth moved to eliminated residency incentive for new employees after December 1<sup>st</sup>, 2017, seconded by Lee. On roll call council voted as follows: Eagan-no, Jones-no, Henke-no, Pagano-no, Caputa-no, Siam-no, Parson-yes, Lee-yes, Schildroth-yes. Motion failed.

\*\*Councilwoman Pagano asked Lou Jearls to find out how many times the entrance at I-270 has been cut by the city. Councilman Jones asked Mr. Jearls what he would suggest to take care of the problem with the entrances and exits to the highways.

IT software discussion –

Steve Weirsmueller answered Councilman Jones question of how long will it take to move to a new system. He answered in approximately 6-9 months. He also stated that the duties of the software contractor could potentially half of the hours he works now. Mr. Weirsmuller explained what FileMaker Pro is as a database program. Current design is not very flexible. A properly built FileMaker application could do all of the things that the council wants it to do and the city will own the system. He stated that FileMaker is a solid foundation but proper development and management of a system could be very beneficial. Data transfer is the same data structure so could be easier. The mobile environment can be very functional but has not been successfully utilized to this point. He stated that he would like to get the server out of the city and on to the cloud. He said that \$250,000 is a reasonable price for this effort. This solution would accounts for natural disasters as well. He stated that view only access is possible.

Councilman Caputa asked about training for the employees for the new system. Mr. Weiersmueller stated that most vendors will provide training for all or some key employees to make minor changes in-house.

Mr. Weiersmueller stated that during the building of the software the employees will have a hand in the design. Councilman Jones asked about the new IT position.

Councilman Parson asked about the security of the system. Mr. Weiersmueller stated that he feels the data will be more secure with a proven cloud service.

Councilman Eagan asked about the use of the iPads in the field and the duplication of efforts when they return back to the office. Regis mobile tickets will not work with the iPads.

Councilman Lee stated that they have met several times and he is not a fan. He stated that there is an RFP for this software. The RFP requires a platinum level partner submit a proposal. \$220,000 is currently budgeted. This is for phase one of the project. There will be more phases. He discussed kiosks for the public to do some basic tasks.

Break 8:01. 8:26

Chief Lowery presented some information on the cost of the speed monitors.

\*\*\*Eagan moved to include the part time, park police and bailiffs into the police pay increase, seconded by Henke, motion carried.

\*\*\*Councilman Lee moved that the half of the salary for the IT position out of the Prop P money, seconded by Caputa, Councilman Eagan clarified that there is no overtime for the IT Position, motioned carried.

\*\*\*Councilman Lee moved that the insurance, legal fees, telephone service, residency incentive.... Be moved back to the regular budget. He explained his motion. Councilman Eagan asked if these things were specifically for the police department. Mr. McDaniel answered yes. Seconded by Jones. On roll call vote the Council voted: Eagan-yes, Jones-yes, Henke-yes, Pagano-yes, Caputa-yes, Siam-yes, Parson-no, Lee-yes, Schildroth-yes. Motion carried.

\*\*\*Pg. 74...Councilman Lee moved to move the police vehicles to the proposition P funds, seconded by Schildroth, approved

\*\*\*Pg 74 ...Councilman Lee moved that miscellaneous items 3-8 for a Total of \$101,000 be moved to Proposition P fund seconded by Henke, motion carried.

## Courts

\*\*\*Councilman Lee asked about the office hours for prosecuting attorneys. He would like to send a memo to the prosecuting attorney's office to see what they need. Mr. McDaniel stated that the estimates are based on what is billed for the year. Councilman Lee moved to reduce the prosecuting attorney office hours from 360 to 260, seconded by Pagano. Council discussed the needed hours for the prosecuting attorneys. Councilman Parson stated that he is uncomfortable just picking a number. He asked Councilman Lee to justify his proposal. On voice vote the motion carried.

## Golf Course

\*\*\*Pay raise for the club house manager and not to replace the mechanic. Councilman Lee discussed the committee work and recommends an increase to a grade 5 step 1. Council



discussed the pay level of the golf course manager. Motion made by Councilman Lee to increase the pay to grade 5 step 1, seconded by Schildroth, on roll call the Council voted: Eagan-no, Jones-no, Henke-yes, Pagano-yes, Caputa-no, Siam-yes, Parson-yes, Lee-yes, Schildroth-yes. Motion carried.

Councilman Jones moved to go into closed session seconded by parson to discuss personnel. Roll call: Motion carries Eagan-yes, Jones-yes, Henke-no, Pagano-yes, Caputa-yes, Siam-yes, Parson-yes, Lee-yes, Schildroth-yes. Motion carried.

Council moved into the conference room for a brief closed session to discuss personnel.

Councilman Jones moved to go into open session seconded by parson to discuss personnel. Roll call: Motion carries Eagan-yes, Jones-yes, Henke-yes, Pagano-yes, Caputa-yes, Siam-yes, Parson-yes, Lee-yes, Schildroth-yes. Motion carried. The Council returned to open session.

Councilwoman Pagano stated that the golf course asking for 2 mowers. Council discussed the need for the mowers. Councilman Schildroth stated that he feels comfortable with the request from Mr. Schmidt. Councilman Jones asked about the repairs for the equipment instead of replacing them each time.

Councilman Caputa moved to remove mowers from budget, seconded by Jones. On roll call the council voted: Eagan-no, Jones-yes, Henke-no, Pagano-no, Caputa-yes, Siam-no, Parson-no, Lee-no, Schildroth-no. Motion failed.

\*\*Council encouraged staff to share the RFP for the mowers with the council and to sell the equipment outright. Councilman Caputa asked again if the equipment is made in the US.

#### Parks and Recreation

\*\*Councilman Lee suggested that the council ask Mr. Schmidt to bring a list of proposed recommended fee increases to be passed separately.

#### Public Works

\*\*\*Councilman Schildroth to remove the utility truck from the budget for the sewer lateral budget, seconded by Caputa, motion carried with Eagan voting no.

Council discussed the benefits of having an office manager. The council asked for a job description of the lead clerk position.

\*\*\*Councilman Lee moved to reduce the overtime for media to the level of the 2017 level. Seconded by Pagano, motion carried.

Councilman Jones moved to eliminate the Economic Development Director funds from the budget, seconded by Caputa. Councilman Henke asked if that means the position is not needed any more. Councilman Eagan explained that does not feel that it is a good idea to get rid of the

economic development director position because we need new businesses and is opposed. Councilman Schildroth stated that he is against it as well. He supports keeping it full time. Councilman Lee is concerned with taking the position to a part time position. Councilman Caputa stated that he doesn't feel the council is going into administrative areas. He feels cutting a position will save money, wages and benefits. Councilmen Parson stated that he feels the position is necessary for Florissant. On roll call the Council voted: Eagan-no, Jones-yes, Henke-no, Pagano-no, Caputa-yes, Siam-yes, Parson-no, Lee-yes, Schildroth-no. Motion failed.

Councilman Lee made a motion to maintain a full time economic development position. Seconded by Schildroth. On roll call the Council voted: Eagan-yes, Jones-no, Henke-yes, Pagano-no, Caputa-no, Siam-no, Parson-no, Lee-yes, Schildroth-yes. Motion failed.

Council discussed reviewing a job description for a full time economic development position for future. Mayor Schneider stated he would begin the process.

Councilman Schildroth made a motion to add 200 hours for the intern for the City Clerk, seconded by Pagano, motion carried.

Councilwoman Pagano opened the floor for the audience to have a moment to speak. Kevin O'Donnell presented an idea for Animal control and stated that it would be a good work session topic.

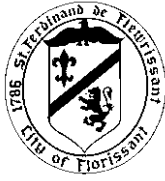
Councilwoman Pagano stated that the next date for the continuation of the budget discussion will be on Tuesday, October 24, 2017 at 6:00pm

To discuss:  
Health Department  
Retirement Incentive  
Councilman Lee questions.

There being no further business to discuss, Councilman Caputa moved to adjourn meeting, seconded by Jones. Meeting adjourned at 10:30 pm.

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Karen Goodwin  
City Clerk



CITY OF FLORISSANT  
BUDGET MINUTES  
OCTOBER 24, 2017



The City Council met on Tuesday, October 24th, 2017 for a budget work session on the FY 2017-18 proposed budget at 6:30 pm in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke, Pagano, Parson, Siam, Lee, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Randy McDaniel, Assistant Finance Director Barb Weiland and City Clerk Karen Goodwin. Council President Pagano stated that a quorum was present and the meeting was brought to order.

Mr. Mc Daniel prepared and distributed an updated report based on the changes made at the last two budget meetings. He explained the contents.

Councilman Lee asked if the general fund balance included the Watkins settlement. Mr. McDaniel answered yes.

#### Health Department

Lou Jearls, Public Works Director reviewed the changes in the Health Department budget.

\*\*Council discussed fees the health department charges for picking up dogs. Mr. Jearls stated that he would get back to the council on recommended fee increases. Councilman Lee asked how long the dogs are kept. Mr. Jearls answered typically 7-10 days. Councilman Eagan asked about including an adoption page on the website. Councilwoman Pagano asked about potential volunteers to work with the animals. Mr. Jearls said that they communicate with the rescue organizations when they have dogs that need to be placed.

\*\* Councilman Parson asked about an estimate on costs for caring for the dogs.

Councilman Caputa asked about mosquito fogging and overtime. He suggested scheduling hours differently to minimize the overtime. Councilman Lee reviewed the overtime budget for the Health Department. He feels that the overtime for the Health Department should be reduced substantially.

\*\*\*Councilman Lee moved that the department head increases be removed from the budget and forwarded to the salary committee, seconded by Eagan, on voice vote motion carried.

Councilman Lee discussed the list of exempt employees that are paid overtime. He suggested allowing the same amount to time worked as straight time but not overtime. He feels that with the serious financial issues, more needs to be cut. Council discussed overtime reduction options.

\*\*\*Councilman Lee moved to reduce all overtime except for police to 50% of what is proposed in the budget, 2<sup>nd</sup> by Jones. Councilman Eagan moved to amend the motion to reduce the

amount to 1/3 from the proposed budget, seconded by Henke, discussion: Parson suggested a reduction of 1/3 from the 2017 budget. Councilman Eagan withdrew his motion. Councilman Eagan moved that the overtime is reduce to 1/3 of the 2017 budget, on Roll the council voted: Eagan yes, Parson yes, Henke yes, Pagano yes, Siam no, Caputa no, Schildroth no, Jones no, Lee no. The amendment failed. On the original motion to reduce overtime by 50%, on roll call the council voted: Eagan no, Parson no, Henke no, Pagano yes, Siam yes, Caputa yes, Schildroth yes, Jones yes, Lee yes. Motion carried.

\*\*\*Councilman Lee moved to ask the administration to reconsider treatment of the exempt employees be granted straight time off as they work but no overtime, Mayor Schneider stated that he would like an opportunity to study this proposal and respond to it. Council discussed the status of exempt and classified positions. Councilman Henke asked if this question is beyond the realm of the Council's authority. Motion fails for lack of a 2<sup>nd</sup>.

Break 7:46 pm

Councilwoman Pagano asked where the administration would make the cuts.

Mr. McDaniel stated that it is not his place but the council needs to look at larger pieces of the puzzle like programs and services and they cannot leave the police department out of the conversation.

Council discussed the issue of how to make cuts to get the city on the right path. Mr. McDaniel also mentioned the possibly of the property tax reinstatement.

Councilman Jones moved that the time and a half is eliminated for the exempt employees, seconded by Caputa, discussion: Councilman Henke recommended changing the rules for new employees in the positions in exempt positions. Councilman Parson stated that he feels that the Council should wait until the Mayor makes a recommendation. He also feels the 10% from the departments should be made mandatory. Councilman Jones withdrew his motion.

Councilman Parson moved to require the department heads to comeback with a recommendation for 10% cuts, seconded by Pagano, motion carried. Mr. McDaniel asked if that excludes the police department, Council answered yes.

Council discussed another date for a meeting. November 2<sup>nd</sup> is the potential next request.

Mayor Schneider stated that the service requests that are being handled have increased and are handled primarily by the public works department. He asked the council to be aware of this issue. He also commented on the internet sales tax issue.

Councilwoman Pagano asked about the information provided by Mr. McDaniel about the A&R fund. Mr. McDaniel explained the fund budget and the expected revenues. He also explained the staff assigned to the Property Maintenance fund. Councilwoman Pagano stated that there should only be one police officer out of this fund and one part time inspector and one part time

clerk. She wanted to clarify the numbers that were presented. Councilman Lee stated that the staff that was added should be part of the fund but not employees that were already employed.

Councilman Parson asked about the Capital Improvements in the Police department. 6 new vehicles are being purchased. He also feels the other items that were moved back to the general fund should be put back into the Proposition P fund.

Councilman Lee stated that there was a discussion about Health Insurance costs. He presented a list of other cities that charge a personal property tax. The discussion involved if and how a property tax could be assessed. Councilman Lee asked about the cost of a 5% increase in medical insurance. Council discussed the fact that they do not want to cut any medical insurance payments and they hope that potential cuts can offset that.

Retirement incentive proposal. Councilman Lee explained his proposal. (See memo). He reviewed two options. Council discussed the potential for the early retirement options. Councilman Henke asked Mr.McDaniel to do some research on 20 years. Council is interested in the proposals.

Council President Pagano opened the floor for the audience to make comments.

Kevin O'Donnell suggested looking into contract workers. The city would save the benefits.

John Engelmeyer – make due, use up or do without. He discussed the special attributes of the cities who have property tax. He feels the city is neglected by the county and state legislators. He says the city can't keep spending money.

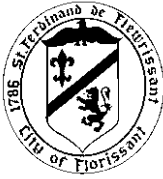
Councilwoman Pagano stated that the next date for the continuation of the budget discussion will be on Thursday, November 2nd, 2017 at 6pm

There being no further business to discuss, Councilman Caputa moved to adjourn meeting, seconded by Siam. Meeting adjourned at 9:21 pm.

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Karen Goodwin  
City Clerk

\*\*\*Motions made



CITY OF FLORISSANT  
BUDGET MINUTES  
NOVEMBER 2<sup>ND</sup>, 2017



The City Council met on Thursday, November 2nd, 2017 for a budget work session on the FY 2017-18 proposed budget at 6:30 pm in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Lee, Jones, Siam, Schildroth, Caputa, Pagano, Henke, Eagan, and Parson. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Randy McDaniel, and City Clerk Karen Goodwin. Council President Pagano stated that a quorum was present and the meeting was brought to order.

### Police Department

Chief Lowery, Major Fagan.

Councilman Jones commented on the St. Louis County Proposition P plans. Chief Lowery stated that they have been looking at the numbers for St. Louis County to see where Florissant stands. Major Fagan explained the St. Louis County plan. He presented pay comparisons between St. Louis County and Florissant. Councilman Eagan is concerned with cross over of pay scales with higher ranking officers making less than a patrolman.

Major Fagan said that they are proposing an additional 2% increase in the pay scale. He gave an example of the new pay levels.

Councilman Eagan asked for the proposal for eliminating the overtime for the Lieutenants. They would increase the Lieutenants 7% after all of the increases to adjust for the loss of overtime.

\*\*\*Councilman Eagan moved to approve the proposal for the new pay plan for the police department, seconded by Henke. Discussion: Councilwoman Pagano asked if it would be beneficial to increase the steps. Major Fagan stated that they discussed this issue and decided that they feel it is more appealing to keep it at 11 steps. Councilman Lee clarified some comparisons with the St. Louis County pay scale. Councilman Caputa asked about the benefits in St. Louis County compared to Florissant. Chief Lowery stated that they have defined benefit and it is better than Florissant's. He feels that the employees who get 8% may struggle to be able to retire. He feels that overall their benefits are better than Florissant's. Councilman Parson stated that he does not want to get into a back and forth with St. Louis County. Major Fagan stated that the scale presented does include moving the Lieutenants to salary. On voice vote the motion carried unanimously.

\*\*\*Councilman Lee introduced a proposal to add \$45,000 for the purchase of a drone out of proposition P Funds. Council discussed training. Councilman Eagan stated that he is not in

favor of using drones. He feels that governmental entities could get in trouble, he is concerned about legalities. Chief Lowery stated that he is concerned about the justice center and the budget. He is willing to give up some things they have asked for to make sure they have a functional Police facility at the justice center. Chief Lowery stated that he was presented with a list from Mr. Lum that stated that some of the furnishing items and IT equipment needed to be sacrificed. Councilman Henke asked about other police departments and the use of the drones. The list of justice center expenses was presented. Councilman Parson asked if there is a difference between using a drone and a helicopter.

Break 7:05

#### Justice center

Council President Pagano gave a brief history of the numbers for the justice center. She asked for the total for the bond. Mr. McDaniel answered 4.2 million. Chief Lowery stated that he is the one that asked for the items that were removed from the Justice Center budget to be paid for out of Prop P Funds. Council discussed the changes to the budget for the justice center renovations. Councilman Eagan stated that he feels that it is legitimate to spend prop p money on the justice center. Councilwoman Pagano is frustrated with getting numbers at the last minute. She feels the council should be getting more information on the progress of the justice center. She is frustrated that she feels the council cannot understand the budget the way it is presented.

Councilwoman Pagano addressed the employees and stated that the council is trying to save the employees jobs and will not be taking away healthcare.

Councilman Lee stated that he appreciates Mr. McDaniel's frankness every year. He is concerned with using the reserves until they are gone. The city does not want employees to loose jobs.

Mr. McDaniel stated that what the Mayor is trying to do is maintain the services that have been provided for years. The revenue sources are changing through no fault of our own. General revenue fund is declining. The Prop P money was an opportunity to help the fund but the Council does not want to do that. He stated that they need to look at cutting 1 million out of the budget to be sustainable. The city needs to look at programs but also look at resources that we have and use them the best we can.

Councilman Caputa stated that using the money for expenses other than police is why people didn't want to vote for prop P. He stated that they promised the residents that these funds would only be used for police and public safety.

Councilman Schildroth stated that the budget process is by far the most difficult part of the Council's job. He made a statement regarding budget difficulties. He is puzzled as to why the employees are at the budget meeting. This council has not discussed layoffs or reduction of benefits.

Councilman Caputa discussed the council's efforts to have work sessions to discuss budget issues.

Councilman Jones stated that they campaigned on the fact that the prop p funds will only go to police and public safety. He has not lied to his residents and will not.

Councilman Lee discussed the budget that was submitted to the council. Over the past years the city has increased spending every year.

Mr. McDaniel presented a list of services the city offers that may need to be looked at in the future. He stated that the retirement incentives are issues to look at but they do not come close to solving the issue. If you take the police department off of the table that is half of the budget becomes a problem. Mayor stated that what Mr. McDaniel presented was not a proposal; it is an answer to the question the council asked. The proposed budget is what they submitted and stand behind.

Councilman Eagan stated he wants to spend the Prop P money right as well but feels does not want to let the rest of the city go.

Councilwoman Pagano stated that she is ok with funds being spent for public safety. She said there is a trust issue.

Councilman Henke agreed with Councilman Eagan and stated that one of the big problems is the drop off of the revenues. He feels that the city needs to look into increase revenues.

Councilman Lee stated that he understands that the revenues have reduced but feels that the expenditures need to be reduced.

Councilman Henke moved to adjourn, seconded by Eagan, discussion. Councilman Eagan stated that when tensions are high nothing is achieved. Councilwoman Pagano asked how the issues get resolved if the council does not continue to discuss them. Councilman Eagan withdrew his motion.

Councilman Parson stated that they left the last meeting with the request that departments come with a 10 % reduction. He stated that they have not seen that to this point. He also stated that if expenses are strictly used for the police department then it could be put in Prop P.

Councilman Henke stated that he agrees that the departments need to come back with reductions and come back with a proposal. He feels that this cannot be finished tonight because they do not have the recommendations from the departments.

Councilman Parson stated that he feels that the insurance should be put back into the prop P again.



\*\*\*Councilman Lee moved to remove the \$25,000 in overtime for the police department, seconded by Parson, discussion: On voice vote the motion carried unanimously.

\*\*\*Councilman Parson moved to move the insurance and the telephone service expenses to prop p funds, seconded by Henke, discussion: Henke would like to hear from the department heads first. Councilman Eagan asked what will the city pay with Prop P and what will they not. Councilman Lee stated that his opinion is anything new in the police department qualifies. Mayor Schneider stated that it is not a one year thing; it maintains a sustainable budget for the future. Councilman Caputa stated that street lights should be considered public safety. Councilman Lee stated that there is not enough money in Prop P with the recent changes. Councilman Parson withdrew his motion to obtain additional information regarding available funds.

Council President Pagano stated that they needed to set a date for another meeting. After some discussion it was decided that the next meeting would be scheduled for November 15, 6pm.

Break, resumed at 8:50pm.

\*\*Councilman Lee stated that they talked about the Senior Department. He discussed the bus trips and the cost to the city. He suggested offsetting some of the costs of running the busses by adding or increasing fees. He stated that he does not have the numbers of ridership. Council discussed the use of the busses on Sunday. He would like to get the numbers for the trips and usage

Retirement incentive.

Councilman Lee explained his proposal. 2 options (See Attached). Councilwoman Pagano asked about dependent coverage. Councilman Lee answered that the proposal is just for employee coverage, not dependent. Councilwoman Pagano sated that in no way is the council trying to tell someone to retire. Councilman Lee moved to implement the retirement proposal, seconded by Jones, On roll call the council voted as follows: Lee-yes, Jones-yes, Siam-yes, Schildroth-yes, Caputa-yes, Pagano-yes, Henke-yes, Eagan-yes, Parson-yes. Motion carried unanimously.

Councilman Jones discussed the Community Development program. It costs the city \$200,000 to give \$100,000 to the residents. Mayor Schneider stated that the office does more than community development. There is a housing component and a volunteer coordinator to help residents who need assistance. We are the only city that has our own community development and that could change if we co below 50,000. Council discussed the benefits of the program and the future of the funding.

Councilman Lee stated that he would like the mayor to ask the department heads to propose cuts and asked if he would share that information prior to the next budget meeting so they could review it.

Mayor continued to explain the functions of the Housing and Community Development Office.

Councilman Jones stated that he sends people to the community development office and does not want to take a way services but they need to make tough decisions.

Councilman Lee asked the Mayor for his response to the exempt employee issue. Mayor Schneider stated that he sent something to them in email. Councilman Eagan stated that he would like to see the salary committee meet to come up with a plan. He would like to meet with impacted employees. Councilman Eagan stated that the practice of paying exempt employees overtime has been that way for many years. He feels they need a plan to start to move away from this practice. Councilwoman Pagano stated that she would like Councilman Lee to have input on the salary committee.

Councilwoman Pagano added Councilman Lee to the salary committee and referred the exempt employee issue to the salary committee.

Councilman Caputa asked about the Economic Development Director. He asked if there are any benefits that goes with the position. He asked about the car and the mayor said that he would keep the vehicle unless the council directed him otherwise. Councilman Lee moved that they extend the opportunity for Mr Russell if he is eligible to take advantage of the early retirement, seconded by Parson, on roll call the council voted as follows: Lee-yes, Jones-yes, Siam-yes, Schildroth-yes, Caputa-yes, Pagano-yes, Henke-yes, Eagan-yes, Parson-yes. Motion carried unanimously.

Mayor stated that he is willing to adhere to the will of the council regarding the Economic developer's car. Council discussed the branded city vehicles.

Mr. McDaniel called the councils attention to the A&R department. He presented a projected revenue and asked the council to let them know what they they would like to spend it on. This item was referred to the A&R Committee.

Councilman Lee made a closing statement. He thinks that the emotions are indicative of how much everyone cares about the city.

There being no further business to discuss, Councilman Parson moved to adjourn meeting, seconded by Eagan. Meeting adjourned at 9:53 pm.

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Karen Goodwin  
City Clerk

\*\*\*Motions made

## **CITY OF FLORISSANT**



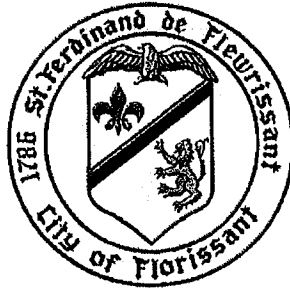
### **PUBLIC HEARING NOTICE**

**Notice is hereby given in accordance with Section 405.135 of the Florissant City Code, the Zoning Ordinance, as amended, that a Public Hearing will be held by the City Council of the City of Florissant, St. Louis County, Missouri, in the Council Chambers, 955 rue St. Francois, on Monday, November 13, 2017 at 7:30 P.M. on the following proposition, to wit:**

**To issue an amendment to B-5 Ordinance No. 6830 to allow for a restaurant with outdoor dining for the property located at 8180 N. Lindbergh (legal description to govern). Citizens and parties of interest will have the opportunity to be heard at said public hearing. Anyone with special needs should contact the City Clerk at least 5 days before said public hearing by calling 839-7630 or TDD 839-5142.**

**Karen Goodwin, MMC City Clerk.**

FLORISSANT PLANNING & ZONING COMMISSION APPLICATION



City Of Florissant – Public Works  
314-839-7648

Application is hereby made to the Building Commissioner of the Department of Public works Office at the City of Florissant, Missouri, to appear before the Planning & Zoning Commission

Please Print or Type The Following Information

Property Address: 8180 N. Lindbergh, Florissant, MO 63031  
Property Owners Name: Keith Kitsis Phone #: 314.785.9727  
Property Owners Address: 10403 Baur Blvd, Suite A, St. Louis, MO 63132  
Business Owners Name: Keith Kitsis Phone #: 314.785.9727  
Business Owners Address: 10403 Baur Blvd, Suite A, St. Louis, MO 63132  
DBA (Doing Business As) Crazy Bowls and Wraps  
Authorized Agents Name: Helen Lee CO. Name: Tao+Lee Associates  
(Authorized Agent to Appear Before The Commission)  
Agents Address: 411 N. 10th St, Suite 402, St. Louis, MO 63101 Phone #: 314.446.0885  
Request Cover brick EIFS per elevations, stain brick/paint EIFS, add post sign, add additional outdoor seating.

State complete request (print or type only).

IF A TRAFFIC STUDY IS REQUIRED FOR CERTAIN DEVELOPMENTS AND USES THE COST OF THE TRAFFIC STUDY SHALL BE PAID BY THE APPLICANT. PLEASE SUBMIT FOLDED PLANS

Applicant's Signature

Date

Received by: dl Receipt # 604108 OFFICE USE ONLY Amount Paid: 125.00 Date: 10/2/17

STAFF REMARKS:

DATE APPLICATION REVIEWED: 10/10/17

SIGNATURE OF STAFF WHO REVIEWED APPLICATION

COMMISSION ACTION TAKEN:

RECOMMENDED APPROVAL

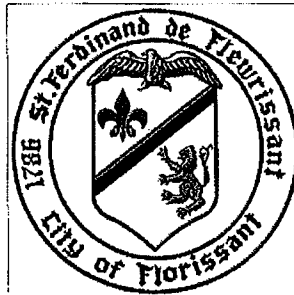
PLANNING & ZONING

CHAIRMAN

SIGN.

DATE: 10/16/2017

APPLICATION TO THE CITY OF FLORISSANT PLANNING AND ZONING  
COMMISSION TO AMEND THE PROVISIONS OF AN EXISTING B-5  
PLANNED COMMERCIAL DISTRICT ORDINANCE



PLANNING & ZONING ACTION:

Address of Property:

8180 N Lindbergh

RECOMMENDED APPROVAL

PLANNING & ZONING

CHAIRMAN

SIGN.

DATE: 10/16/2017

Council Ward 3 Zoning B5

Initial Date Petitioner Filed \_\_\_\_\_  
Building Commissioner to complete  
ward, zone & date filed

PETITION TO AMEND B-5 ORDINANCE # 6830 (Previous ordinance number)

Enter ordinance number or number requesting to amend.

1) Comes Now Keith Kitsis Crazy Bowls and Wraps

(Individual's name, corporation, partnership, etc.)

Enter name of petitioner. If a corporation, state as such. If applicable include DBA (Doing Business As).

and states to the Planning and Zoning Commission that he (she) (they) has (have) the following legal interest in the tract of land located in the City of Florissant, State of Missouri, described on page 3 of this petition.

Legal interest in the Property Owner of property

State legal interest in the property. (i.e., owner of property, lease); also submit copy of deed or lease or letter of authorization from owner to seek a special use.

- A. The petitioner (s) hereby states that he (she) (they) is (are) submitting a description of the property for which the Permit is petitioned by giving bearings & distances (metes and bounds). Not required if description is identical to "B".
- B. The petitioner (s) hereby states that he (she) (they) is (are) submitting a survey or plat of the property drawn to a scale of 100 feet or less to the inch, referenced to a point easily located on the ground as street intersection, centerline of creek having a generally known name, etc., showing dimensions, bearings and distances of the property, north arrow and scale.
- C. Acreage to nearest tenth of an acre of the property for which rezoning is petitioned 0.6 acres
2. The petitioner(s) hereby further state(s) that the property herein described in this petition is presently zoned in a B-5 District and is presently being used for Vacant (formerly a Del Taco and Sweetie Pie's)

State current use of property, (or, state: vacant).

3. The petitioner(s) hereby state(s) the following reasons to justify the amendment to the existing B-5 ordinance:  
Cover Brick/EIFS with Hardie Panel, Stain brick/Paint EIFS, add post sign, and add additional outdoor seating to bring up to Crazy Bowls and Wraps model.

**List reason for the amendment request.**

4. The petitioner(s) further states(s) that they (he) (she) can comply with all of the requirements of the City of Florissant, including setback lines and off-street parking.
5. The petitioner(s) further state(s) that they (he) (she) further represent(s) and warrants that they (he) (she) has (have) not made any arrangement to pay any commission, gratuity or consideration, directly or indirectly, to any official employee or appointee of the City of Florissant, with respect to this application.

PRINT PETITIONER'S NAME Keith Kitsis

Print Name

PETITIONER(S) SIGNATURE (S) [Signature]

FOR Crazy Bowls and Wraps

(company, corporation, partnership)

Print and sign application. If applicant is a corporation or partnership, signature must be a CORPORATE OFFICER or PARTNER. NOTE: Corporate officer is an individual named in corporate papers.

6. I (we) hereby certify that (indicate one of the following):
- (☒) I (we) have a legal interest in the herein above described property.
  - (☒) I am (we are) the duly appointed agent(s) of the petitioner (s), and that all information given here is true and a statement of fact.

Petitioner may assign an agent to present petition to the Commission and Council. The agent must sign the petition in this section, and provide address and telephone number

SIGNATURE [Signature]

ADDRESS 10403 Baur Blvd, Suite A St Louis MO 63132

STREET CITY STATE ZIP CODE

TELEPHONE NUMBER 314.785.9727

BUSINESS

I (we) the petitioner (s) do hereby appoint Helen Lee of Tao+Lee Associates as

Print name of agent.

my (our) duly authorized agent to represent me (us) in regard to this petition.

[Signature]  
Signature of Petitioner(s) or Authorized Agent

**NOTE:** Be advised when the petitioner and/or his duly authorized agent appears before the Planning and Zoning Commission and make the presentation, the same individuals must also appear before the City Council for that presentation. Also if the descriptions of plats or surveys are incorrect, or if the petition form is not correctly and completely filled out it will be returned for corrections and may have to be re-submitted.

Please check the box for the appropriate type of operation then fill in applicable section (a), (b) or (c). Corporations are to submit copy of Missouri corporate papers with registration papers.

1) Type of Operation: Individual: ☐ Partnership: ☐ Corporation: ☒

(a) If an individual:

- (1) Name and Address \_\_\_\_\_
- (2) Telephone Number \_\_\_\_\_
- (3) Business Address \_\_\_\_\_
- (4) Date started in business \_\_\_\_\_
- (5) Name in which business is operated if different from (1) \_\_\_\_\_
- (6) If operating under a fictitious name, provide the name and date registered with the State of Missouri, and a copy of the registration.

(b) If a partnership:

- (1) Names & addresses of all partners \_\_\_\_\_
- (2) Telephone numbers \_\_\_\_\_
- (3) Business address \_\_\_\_\_
- (4) Name under which business is operated \_\_\_\_\_
- (5) If operating under fictitious name, provide date the name was registered with the State of Missouri, and a copy of the registration.

(c) If a corporation:

- (1) Names & addresses of all partners KEITH KITSIS
- (2) Telephone numbers 314-503-4660
- (3) Business address 10403 BAUR BLVD, STE A, ST. LOUIS, MO 63132
- (4) State of Incorporation & a photocopy of incorporation papers MO
- (5) Date of Incorporation MAY 3, 1993
- (6) Missouri Corporate Number 15147604
- (7) If operating under fictitious name, provide the name and date registered with the State of Missouri, and a copy of registration. CRAZY BOWLS & WRAPS
- (8) Name in which business is operated BONZAI EXPRESS OF ST. LOUIS, INC
- (9) If the property location is in a strip center, give dimensions of your space under square footage and do not give landscaping information.

Please fill in applicable information requested.

Name Keith Kitsis  
Address 10403 Baur Blvd, Suite A, St. Louis, MO 63132  
Property Owner Keith Kitsis  
Location of property 8180 N. Lindbergh, Florissant, MO 63031  
Dimensions of property 117'-0" x 221'-0"  
Property is presently zoned B-5 per ordinance # 6830 (previous ordinance number)  
Current & Proposed Use of Property A2  
Type of Sign Post Sign Height 15'-0"  
Type of Construction 5B Number Of Stories 1  
Square Footage of Building ~2200 sf Number of Curb Cuts 2  
Number of Parking Spaces 25 existing Sidewalk Length ~72'-0" (south sidewalk)  
Landscaping: No. of Trees 4 Diameter ~ 6"  
No. of Shrubs ~ 3 Size 2' to 3' dia, ~1'-6" tall  
Fence: Type n/a Length n/a Height n/a

**PLEASE SUBMIT NINE (9) FOLDED COPIES OF THE FOLLOWING:**

1. Plan or drawing showing zoning of adjoining properties.
2. Plan or drawing showing location of property in relation to major streets and all adjoining properties.
3. Drawing showing measurement of tract and overall area of tract.
4. Plan or drawing showing proposed parking layout, landscaping, parking lighting, signage and trash enclosure.



**PROVIDE LEGAL DESCRIPTION OF PROPERTY PERTAINING TO THIS  
PETITION**

(Close legal description with acreage to the nearest tenth of an acre).

Provide a legal description of the property. If part of a shopping center list address and state part of what shopping center (i.e.: 351 N. Highway 67 part of Florissant Meadows Shopping Center). If property is a single lot, list full written legal description with bearings and distances.

Lot 3B of the Florissant Marketplace located  
at 8120-8240 N. Lindbergh, Florissant, MO 63031.

Property address: 8180 N. Lindbergh, Florissant, MO 63031.

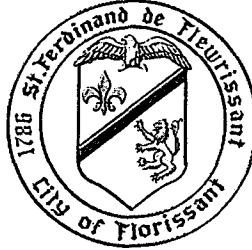
**PROVIDE LOCATION MAP SHOWING AREA INVOLVING THIS PETITION**

Provide a drawing of a location map showing the nearest major intersection or include on plans.

Site Plan included in drawings.

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MEMORANDUM



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CITY OF FLORISSANT

*"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."*

To: Planning and Zoning Commissioners Date: October 11, 2017

From: Philip E. Lum, AIA-Building Commissioner cc: Louis B. Jearls, Jr. PE PWLF  
Director of Public Works  
Applicant  
File

Subject: Request recommended approval to amend the conditions of a 'B-5' to allow for a Restaurant with outdoor dining (**Crazy Bowls and Wraps**) at **8180 N. Lindbergh** in a 'B-5' Zoning District.

**STAFF REPORT**

**CASE NUMBER PZ-101617-1**

**I. PROJECT DESCRIPTION:**

This is a request for recommended approval to amend the conditions of a 'B-5' to allow for a Restaurant with outdoor dining (**Crazy Bowls and Wraps**) at **8180 N. Lindbergh** in a 'B-5' Zoning District.

**II. EXISTING SITE CONDITIONS:**

The existing property at **8180 N. Lindbergh** is an outlot restaurant space within a Florissant Marketplace Shopping Center. The subject property contains 2200 square feet and has a drive through.

The existing lot is subject to Ordinance No. 6830, previously Del Taco.

39 The architect has prepared an application, attached, which states intended usage and  
40 preliminary plans for the restaurant with outdoor seating.

41  
42 **III. SURROUNDING PROPERTIES:**

43  
44 The property is opposite 8108 N Lindbergh, Mattingly's to the North and across  
45 Industrial Dr., and Commerce Bank 8190 to the North and Gold's Gym at 8182 to the  
46 East.

47  
48 **IV. STAFF ANALYSIS:**

49  
50 The application is accompanied by documents that include PPG Masonry Stain info, Tao-  
51 Lee Associates drawings: A3.0 Elevations undated, A1.0 Floor Plan undated, A0.0  
52 Previous Site Plan, Warren sign package dated 9/13/17 and Coffelt menu board dated  
53 9/29/17. The following are staff comments:

- 54 1. Parking Calculation A1.0: 25 spaces required for the seating shown on the plan  
55 with employees.
- 56 2. Outdoor seating: protected by bollards shown on A1.0
- 57 3. A1.0 Floor Plan: is included for convenience and shows general space locations  
58 in the building and flow of interior with approximate dimensions.
- 59 4. A3.0 Elevations: Design includes color change to all building elements:  
60 a. Canopies are re-wrapped in green.  
61 b. Masonry stain of all exposed brick.  
62 c. Hardie flat panels covering some of the front façade and Southwest  
63 (South).
- 64 5. Landscape: No change to ordinance proposed.
- 65 6. Sign: Proposed post sign shown 25' from paving of Industrial Dr. and 35' from  
66 paving of N. Lindbergh. Distance to r.o.w. not shown.
- 67 7. Existing trash enclosure was originally masonry. We assume the stain is  
68 anticipated for the trash enclosure brick also.
- 69 8. Occupants: 42 seats, 6 exterior.

70  
71 The current ordinance allows for a "restaurant" as a permitted use, however, no outside  
72 dining is currently permitted and exterior changes requires amendment to the ordinance.

73  
74 **VI. STAFF RECOMMENDATIONS:**

75  
76 There was a preliminary meeting with staff to review the project:

- 77  
78 1. Staff informed the applicant that changing the color of masonry is subject to a  
79 approval by the City Council and that they should know the s.f. of brick on the  
80 building with associated changes to the brick.
- 81 2. Architects reported that some of the 'brick' is false EIFS brick at the top portion  
82 of the walls, consistent with the ordinance, Section 1, 2 d.

**Suggested Motion 8180 N. Lindbergh:**

I move to recommend approval to amend ordinance no. 6830 to allow a restaurant with outdoor dining at **8180 N. Lindbergh**, subject to the conditions set forth below with these conditions being part of the record:

Section 1, subsection 2, paragraph d. shall be changed to read:

*d. The floor area of lot 3(B) shall be 2200 square feet, with a maximum height of 23 feet. The facility shall be stained masonry using PPG Perma-crete masonry stain in dark grey, with same color over EIFS areas. Signage, Canopies and Hardie siding over front and side elevations as shown on ~~A3.0, B. A3.0 A~~ attached.*

w/trespa.

Add the following: Section 1, subsection 2, paragraph e.

*e. Outdoor dining shall be protected with bollards as shown on A1.0, attached.*

Section 2, subsection 2, paragraph f, (2) shall be changed to read:

*Lot 2 shall have no freestanding sign, lot 3B shall have a freestanding sign as shown on Warren sign package dated 9/13/17, attached.*

Section 3, subsection i, paragraphs (5) and (8) shall be changed to read:

*(5) "...The trash areas on Lots 2 and 3(B) shall be enclosed with brick and steel gates. Enclosure on lot 3(B) shall be stained to match building stain."*

*(8) All exterior building walls for buildings on outlot parcels shall be of unpainted standard brick, unpainted standard brick veneer, natural building stone or EIFS. Building walls of Outlot 3(B) shall be stained as shown on A3.0 attached.*

w/trespa

**1. PROJECT COMPLETION.**

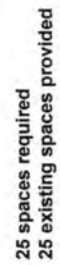
Construction shall start within 60 days issuance of building permits and the project and shall be developed in accordance of the approved amendments to the final development plan within 180 days of start of construction

(end of report and suggested motion)

# Elevation Calculations:

Existing Building: Building Coverage:  
Brick = 2227 sf or 27%  
EIFS = 1173 sf  
Total = 3400 sf



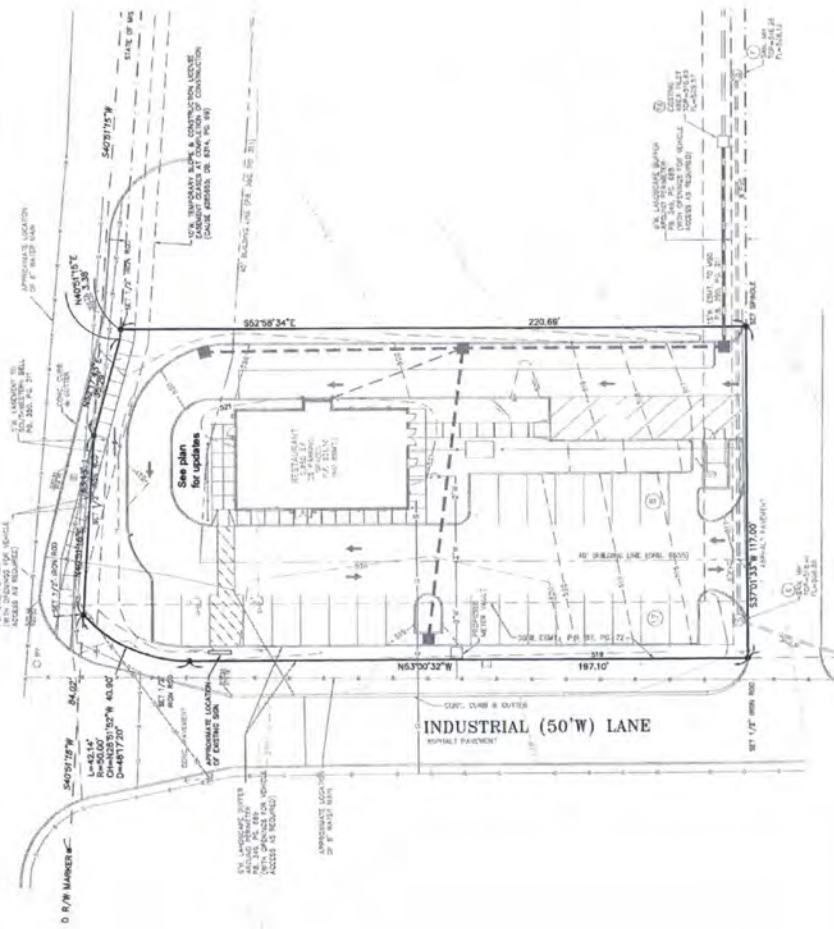






PART OF U.S. SURVEYS 158 & 182 OF ST. FERDINAND COMMON FIELDS AND  
LOTS 9, 12, 13, 14 AND PART OF LOTS 15 AND 16 OF DESMET INDUSTRIAL  
COURT, 147N, R6E CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI

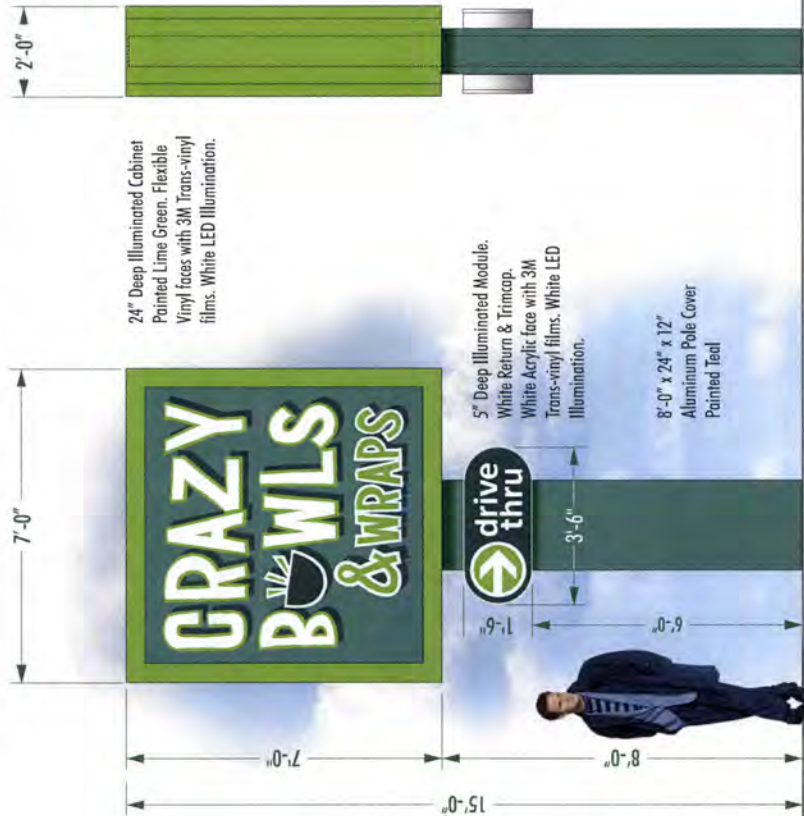
LINDBERGH (90'W.) BLVD. (HWY 140)  
(STATE MAINTAINED)



Site Plan  
25 existing parking spaces provided

Site plan from previous  
construction set when  
building was designed.

BECAUSE YOU WOULDN'T LET JUST ANYONE SIGN YOUR NAME™



24" Deep Illuminated Cabinet  
Painted Lime Green. Flexible  
Vinyl faces with 3M Trans-vinyl  
films. White LED Illumination.

5" Deep Illuminated Module.  
White Return & Trimcap.  
White Acrylic face with 3M  
Trans-vinyl films. White LED  
Illumination.

8'-0" x 24" x 12"  
Aluminum Pole Cover  
Painted Teal

D/F PYLON SIGN: 3/8" = 1'-0" (54.25sf)

FABRICATE AND INSTALL ONE DOUBLE SIDED, INTERNALLY ILLUMINATED PYLON SIGN. ALUMINUM SKIN OVER ANGLE FRAME CONSTRUCTION PAINTED WITH ACRYLIC POLYURETHANE FINISHES (LIME GREEN & TEAL). INTERNAL ILLUMINATION SHALL BE BY WHITE LEDS POWERED BY LOW VOLTAGE POWER SUPPLIES. SIGN SUPPORTED BY AN STEEL POLE WHICH SHALL BE CONCEALED BY AN ALUMINUM POLE COVER WHICH FEATURES ILLUMINATED DRIVE THRU DIRECTIONAL MODULES. MAIN ID (FLEX FACE) AND MODULE FACES (ACRYLIC) SHALL BE DECORATED WITH 3M TRANS VINYL FILMS (TEAL, DARK EMERALD GREEN & LIME GREEN). SIGN BUILT WITH UL LISTED ELECTRICAL COMPONENTS AND SHALL HAVE A UL LISTED DISCONNECT SWITCH AND BEAR A UL LABEL. CONNECT TO EXISTING PRIMARY ELECTRICAL CIRCUIT AT SIGN POLE.



**WARREN  
SIGN**

2955 Arnold Turnpike Road, St. Louis, MO 63101  
P: 636.282.1300 F: 636.282.3388  
warrensigns.com

**CLIENT**  
CRAZY BOWLS & WRAPS

**PROJECT**  
PYLON SIGN

**LOCATION**

**DATE**  
9/13/17

**SAVED AS**  
CRAZY BOWLS & WRAPS PYLON SIGN

**DRAWING NO.**  
JK 091017

**REVISED**

**DESIGNED BY**  
Keith Hampton | UOP

UNION AFFILIATED DESIGN PROFESSIONAL

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**WORRYFREE  
WARRENTY**  
energy efficient signs built to last

CELEBRATING MORE THAN

**85 years**

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN. | COPYRIGHT © 2016 WARREN SIGN COMPANY. ALL RIGHTS RESERVED.

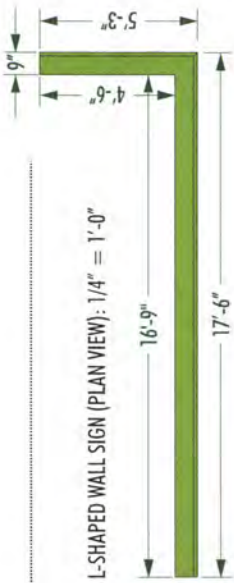


BECAUSE YOU WOULDN'T LET JUST ANYONE SIGN YOUR NAME™



L-SHAPED WALL SIGN ELEVATION: 1/2" = 1'-0" (NORTH FACE) 2' x 16.5' COPY AREA = 33sf

FABRICATE AND INSTALL ONE INTERNALLY ILLUMINATED WALL SIGN. ALUMINUM SKIN OVER ANGLE FRAME CONSTRUCTION PAINTED TO MATCH 3M LIME GREEN. 3/16" THICK WHITE LEXAN FACES DECORATED WITH 3M TRANSLUCENT VINYL FILMS (TEAL, DARK EMERALD GREEN & LIME GREEN). ILLUMINATION SHALL BE BY WHITE LED MODULES POWERED BY LOW VOLTAGE POWER SUPPLIES. SIGN SHALL BE INSTALLED AT CORNER OF BUILDING INSET USING NON-CORROSIVE ANCHORS AS REQUIRED. A 120V PRIMARY ELECTRICAL CIRCUIT TO SIGN AREA SHALL BE PROVIDED BY OTHERS. SIGN INSTALLER SHALL MAKE FINAL CONNECTION AT TIME OF INSTALLATION. SIGN BUILT WITH UL LISTED ELECTRICAL COMPONENTS PER UL SPECIFICATIONS AND SHALL BEAR A UL LABEL.



(WEST FACE) 2.5' X 2.33' COPY AREA = 5.82sf



**WARREN  
SIGN**

2955 Arnold Timberbrook Road, St. Louis, MO 63101  
P. 636.282.1300 F. 636.282.3388  
warrensigs.com

CLIENT  
CRAZY BOWLS & WRAPS  
PROJECT  
EXTERIOR SIGN  
LOCATION

DATE  
9/13/17

SAVED AS  
CRAZY BOWLS & WRAPS WALL SIGN  
DRAWING NO.  
JK 090817

REVISED

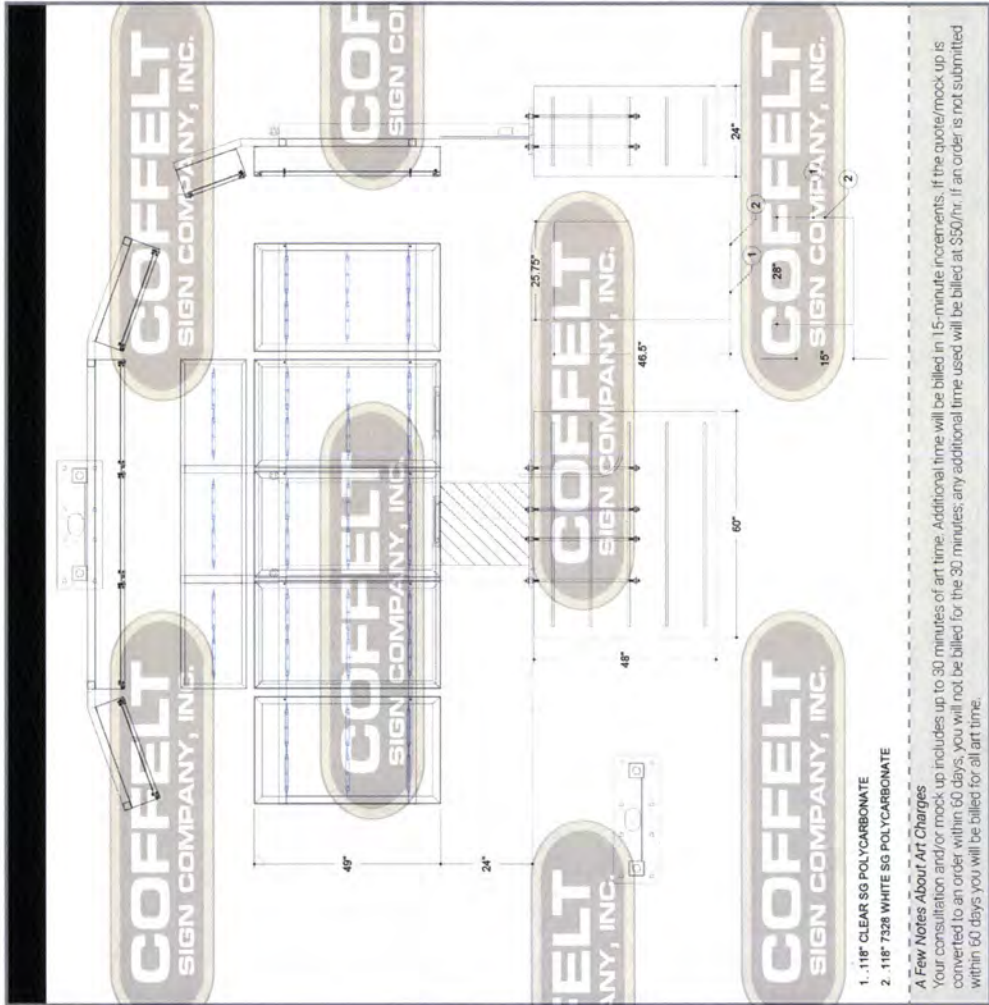
DESIGNED BY  
Keith Henpen | UOP  
UNION AFFILIATED DESIGN PROFESSIONAL

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**DETAILS**

**CUSTOMER:**  
Crazy Bowls and Wraps

**DATE:**  
9/29/2017

**REVISION:**  
1

**QUOTED PRICE:**  
\$

☐ Approved as is  
☐ Approved with changes  
☐ Revise and resend

Note changes to be made: \_\_\_\_\_

**PROJECT:**

Computer generated colors may not exactly match finished colors. Tax and permits not included. This drawing is property of Coffelt Sign Company, Inc., and shall not be reproduced, copied, or used without written permission.

**Date:**

**CUSTOMER APPROVAL**

**John Collins**  
18 South Commercial | Emporia, KS 66801  
620.343.6411 | 800.443.6411 | Fax: 620.343.9233  
www.coffeltsigns.com

**COFFELT**  
SIGN COMPANY, INC.







**PERMA-CRETE®**  
MASONRY SYSTEMS

## PERMA-CRETE Vertical Concrete Stain

**LP200503**

**PERMA-CRETE Vertical Concrete Stain LP200503** is a water repellent coating that provides superior protection and beauty for a variety of exterior masonry surfaces. PERMA CRETE Vertical Concrete Stain LP200503 will not peel, crack or blister from a properly prepared masonry surface. It is alkali resistant and can be applied to a surface with a pH of 6 to 13.

USED FOR	FEATURES
<ul style="list-style-type: none"><li>• Tilt-up, precast and poured in place concrete</li><li>• Concrete block (CMU)</li><li>• Brick</li><li>• Stucco</li><li>• Sound barrier walls</li><li>• Bridges and supports</li></ul>	<ul style="list-style-type: none"><li>• Excellent weather resistance</li><li>• Alkali resistant</li><li>• Resists blistering &amp; peeling</li><li>• Water repellent</li><li>• Excellent adhesion &amp; penetration</li></ul>

### RECOMMENDED SYSTEMS

Finish the following with two coats of **PERMA-CRETE Vertical Concrete Stain LP200503**:

#### SUBSTRATE

Masonry  
Brick  
Stucco  
Concrete  
Concrete Block (CMU)\*

\*Perma Crete Vertical Concrete Stain is not designed to waterproof concrete block or other porous substrates.

### TECHNICAL DATA

**Data below is based on White base.**

**Product Type:** Acrylic Latex  
**Bases/Colors:** LP200503 White/Tinting White  
**Sheen, 85°:** Flat  
**Percent Solids:**  
    **Weight:** 52 ± 2%  
    **Volume:** 39 ± 2%  
**Weight/Gallon:** 10.9 lb  
**Thinner:** Do not thin

**Clean-up:** Warm, soapy water.

**Spread Rate (Theoretical):** Per coat/two coats required  
50 -150 sq. ft./gal. depending on surface texture and porosity

**Dry time (70°F @ 50% R.H.):**

**To Touch:** 15 minutes

**To Recoat:** 15 minute

*(Expect longer dry times at lower temperatures and higher relative humidity.)*

**Flash Point:** > 200°F (> 93°C)

**Flame Spread Rating:** Class A (0-25)

### LIMITATIONS

Do not apply in direct sunlight or when air or surface temperature is below 50°F or above 110°F. Do not apply in late afternoon if condensation or fog is likely to occur, nor when rain is expected within 12 hours. Surface temperature must be at least 5°F above dew point. For optimum application properties, bring material to 65-85°F (18-29°C) temperature range prior to application. Use for service below 150°F. Do not use on horizontal surfaces. **Protect from freezing.**

### REGULATORY DATA

VOC based on white base. See labels for other bases.

**VOC (theoretical):**

As supplied (untinted): 1.02 lbs/gal (85 g/l)

3/20/03

Address: 8180 N. Lindbergh

INTRODUCED BY COUNCILMAN SCHNEIDER  
FEBRUARY 24, 2003

BILL NO. 7733

ORDINANCE NO. 6830

**AN ORDINANCE AMENDING ORDINANCE NO. 6555 TO ALLOW FOR  
A DEL TACO RESTAURANT WITH DRIVE-THRU FACILITIES ON  
LOT 3(B) OF THE FLORISSANT MARKETPLACE LOCATED AT 8120-  
8240 NORTH LINDBERGH.**

WHEREAS, an application has been filed by Del Taco, Inc. for an amendment to Ordinance No. 6555 as amended by ordinance no. 6459 to allow for a drive-thru restaurant on Lot 3(B) of the Florissant Marketplace located at 8120-8240 North Lindbergh; and

WHEREAS, the Planning and Zoning Commission of the City of Florissant at their meeting of 1/20/2003 recommended that such amendment be approved under certain conditions; and

WHEREAS, due notice of a public hearing on said application to be held on the 10<sup>th</sup> day of February, 2003 was published, held and concluded on such date; and

WHEREAS, the Council, following said public hearing and after due and careful consideration has concluded that the amendment of Ordinance No. 6555 as amended by Ordinance No. 6759, to allow for a restaurant with a drive-thru facility on Lot 3(B) of the Florissant Marketplace located at 8120-8240 N. Lindbergh would be in the best interest of the City of Florissant.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Ordinance No. 6555, as amended by Ordinance No. 6759, heretofore granted to SM Properties Florissant, LLC for a B-5 Planned Commercial District Development is hereby amended by amending Section 2, subsections 1, 2 and 3, to read as follows:

**1. PERMITTED USES**

The uses permitted in the B-5 Planned Commercial District shall be for the development of a retail shopping center, all permitted uses in a B-3 Extensive Commercial District and a restaurant with drive-thru, sit-down and carry-out facilities on



Lots 2 and 3(B), in accordance with the Preliminary Plans submitted 9/23/2002 regarding Lot 2 and generally in accordance with the preliminary plans submitted, dated 12/23/02 for lot 3(B).

## 2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS

- a. Total gross floor area of all buildings designed on Phases I & II of Exhibit "A" shall be approximately a total of 131,952 square feet, with Phase 1 being approximately 96,462 square feet and Phase II being approximately 35,490 square feet, excluding outlot buildings which shall be developed by amendment hereto.
- b. All buildings shall be of single story construction with a maximum height of 36 feet and shall otherwise comply with the height limitations of Section 14.5 , subsection 6 of the Florissant Zoning Ordinance.
- c. The restaurant building on Lot 2 will be 3,000 square feet and shall be constructed of a masonry similar to that used on the Schnucks building. In addition, the trash enclosure shall be constructed of the same brick as the building with solid metal gates, and the storage module to be enclosed of brick matching the main building brick. The parapet walls will screen the mechanical equipment on all sides.
- d. The floor area of lot 3(B) shall be 2,200 square feet, with a maximum height of 23 feet. The facility shall be constructed of brick masonry, with and EIFS brick design over the windows and entryways that matches the masonry on the building.

## 3. PERFORMANCE STANDARDS

Uses within the B-5 Planned Commercial District identified herein shall conform to the most restrictive performance standards as set forth in Section 20 of the Florissant Zoning Ordinance. The petitioner shall comply with all requirements mandated by the Lindbergh Enhancement Project.

Section 2: Section 2, subsections 6 (b), (e) (f) and (g) are hereby amended to read as follows:

### b. Parking, Loading and Internal Drives Setbacks.

- 1) All loading zone areas shall be in the rear of the buildings and the location of said loading zones shall be approved by the Planning and Zoning Commission. No parking stall, loading space, internal drive or roadway, excluding points of ingress and egress, shall be located within ten (10) feet of the right-of-way of N. Lindbergh Boulevard.
- 2) All other setbacks shall be as approved by the Planning and Zoning Commission.

- 3) Lot 3B southwest drive shall be 24 feet in width and no drive shall be within 10 feet of the right-of-way of N. Lindbergh.

e. Lighting Requirements.

- 1) The location of all lighting standards shall be as approved by the Planning & Zoning Commission on the Site Development Plan. Light standards shall not exceed a maximum of thirty (30) feet in height along the interior of the site. The light standards on Lots 2 and 3(B) shall not exceed a maximum of twenty-three (23) feet in height. No on-site illumination source shall be so situated that light is cast directly on adjoining properties or public roadways. Exterior parking area lighting shall be at least 1.0 foot candles with a uniformity ratio of 3 to 1. A Photometric Plan shall be submitted to the Building Commissioner for review.
- 2) Lights at the back of the buildings shall be directed downward toward the site.
- 3) Exterior building lighting shall be screened or designed so as to be minimally discernible. The manner in which this is addressed shall be noted on the Site Development Plan.

f. Sign requirements

- 1) A shopping center identification pylon sign, being approximately 20'10" in width and 8'9" in height, and generally located at the main entrance and a monument sign, being approximately 5'0" in height and 3' in width and generally located across from Loyola Lane, shall be permitted on the 8200 N. Lindbergh property, in accordance with the plans attached hereto and made a part hereof and marked Exhibit "B". The signs shall comply with the 40-foot setback requirements. The Director of Public Works may approve additional traffic signage.
- 2) Lots 2 and 3B shall have no freestanding signs.
- 3) All other signage shall be in accordance with the Florissant City Code.

g. Landscape Plan.

A landscape plan, either as part of the Site Development Plan or a separate drawing to be reviewed as part of the entire Site Development Plan, along with the Landscape Plan for Lot 2, dated 8/19/2002, and the Site Development plan for lot 3(B) dated 12/20/02, which are attached hereto and made a part hereof and shall comply with the following:

- 1) Adequate landscaping shall match the State of Missouri's landscaping corridor project for North Lindbergh.
- 2) Landscaping shall be provided in parking areas in sufficient quantity to at least meet the minimum requirements specified in Section 17 (9) of the Florissant Zoning Ordinance.

Section 3: Section 2, Subsection 6 (i), "Miscellaneous Design Criteria", is hereby amended to read as follows:

i. Miscellaneous Design Criteria.

- 1) Parking, circulation, sidewalks, and other applicable site design features shall comply with Chapter 5, Article II, of the Florissant City Code for handicapped access provisions.
- (2) The minimum yard requirements shall be as shown on the preliminary site plan attached hereto and incorporated herein as Exhibit "A".
- (3) Additional masonry (as defined by Florissant City Ordinance) shall be added on the first northern portion of the development in front of the 8,000 square foot building in lieu of the EIFS. An additional option shall include an additional 50 lineal feet in front of the 5,000 square foot building replaced with masonry in place of the EIFS. The existing Schnucks building will remain as tilt up concrete panels. Further, additional masonry shall be added to the raised facade that is midway between the Schnucks and the 5,000 square foot tenant space. The building on Lot 2 shall be constructed of masonry as defined by city ordinance and the masonry shall be of a similar type to that used on Schnucks.
- (4) All rooftop mechanical equipment on buildings shall be screened by roofing or other screening as required and approved by the Planning & Zoning Commission. Lot 2 rooftop mechanical equipment shall be screened by the building parapet walls.
- (5) All exterior trash areas shall be screened. Such area, including an area in front of the enclosure sufficient in size for loading/unloading of dumpsters, shall have a concrete surface of at least a six (6) inch depth. The trash areas on Lots 2 and 3(B) shall be enclosed with brick and steel gates.
- (6) There shall be no exposed fluorescent tube lighting above the walkway.
- (7) Shopping carts storage shall be shown on the final site development plan.
- (8) All exterior building walls for buildings on outlot parcels shall be of unpainted standard brick, unpainted standard brick veneer, natural building stone or EIFS.
- (9) There shall be no outside display of merchandise except in approved areas, except areas approved by the Planning and Zoning Commission. The Planning and Zoning Commission may require fencing or other adequate enclosure for any approved outside display area.
- (10) No grade shall have a slope greater than 3 to 1.



(11) Unless, and except to the extent, otherwise specifically provided herein, the Site Development Plan shall comply and be in accordance with all other ordinances of the City of Florissant.

(12) Fire lanes shall be established by separate ordinance after approval by the Fire Department and the Director of Public Works pursuant to Section 15-9. 15-311 and 15-505 of the Florissant City Code.

Section 4: Section 2, subsection 6, "Verification prior to final site development plan approval", subsection (c) "Landscaping and Screening" shall read as follows:

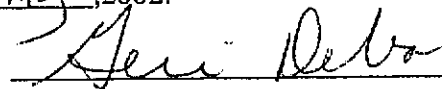
c. Landscaping and Screening.

Landscaping and screening shall be in accordance with the Preliminary Development Plan unless otherwise approved by the Planning and Zoning Commission.

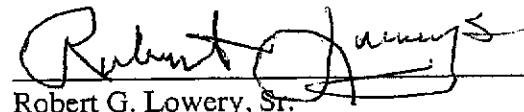
Section 5: Except as herein amended Ordinance No. 6555 shall remain in full force and effect.

Section 6: This ordinance shall become in force and effect immediately upon its passage and approval.

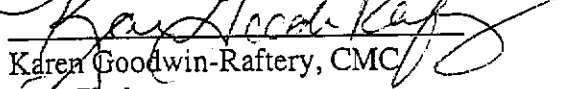
Adopted this 24 day of February, 2002.

  
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Geri Debo  
President of the Council  
City of Florissant

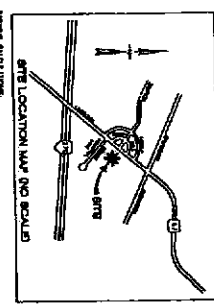
Approved this 26<sup>th</sup> day of February, 2002.

  
\_\_\_\_\_  
Robert G. Lowery, Sr.  
Mayor, City of Florissant

ATTEST:

  
\_\_\_\_\_  
Karen Goodwin-Raftery, CMC  
City Clerk

DESCO FLORISSANT CENTER  
 PART OF U.S. SURVEYS 158 & 182 OF ST.  
 FERDINAND COMMON FIELDS AND LOTS 9, 12,  
 13, 14 AND PART OF LOTS 15 AND 16 OF  
 DESMET INDUSTRIAL COURT, 147N, R6E CITY  
 OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI

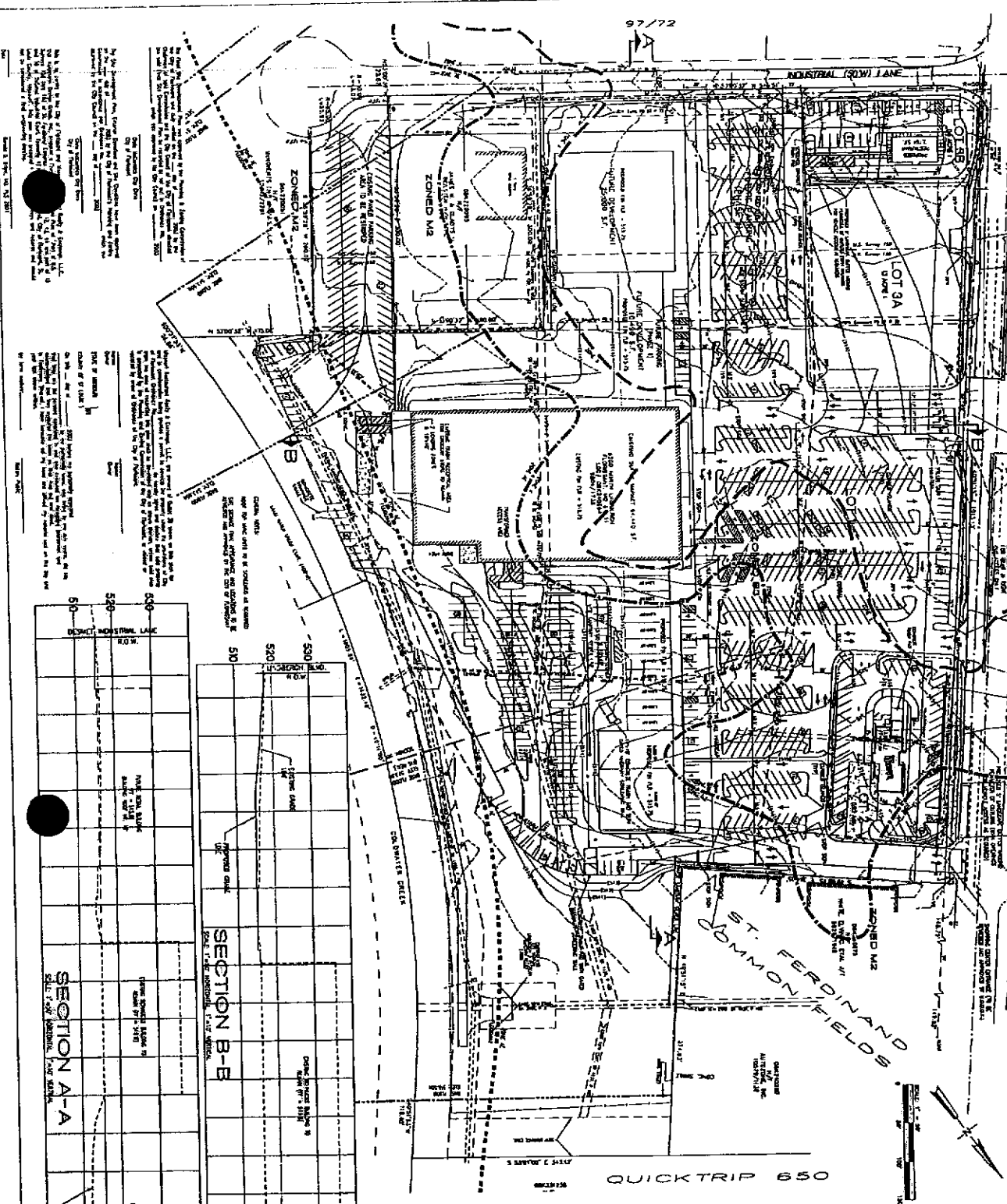


**GENERAL NOTES**  
 1. THE SITE IS LOCATED IN THE NORTHWEST CORNER OF LOT 15, U.S. SURVEY 158, ST. FERDINAND COMMON FIELDS, ST. LOUIS COUNTY, MISSOURI.  
 2. THE SITE IS BOUNDARY BY INDUSTRIAL COURT, 147N, R6E CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI.  
 3. THE SITE IS BOUNDARY BY LOT 15, U.S. SURVEY 158, ST. FERDINAND COMMON FIELDS, ST. LOUIS COUNTY, MISSOURI.  
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 8. THE SITE IS BOUNDARY BY LOT 14, U.S. SURVEY 158, ST. FERDINAND COMMON FIELDS, ST. LOUIS COUNTY, MISSOURI.  
 9. THE SITE IS BOUNDARY BY LOT 15, U.S. SURVEY 182, ST. FERDINAND COMMON FIELDS, ST. LOUIS COUNTY, MISSOURI.  
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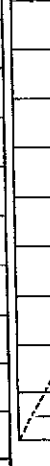
Desco - Florissant  
 Florissant, MO

Kuhlmann  
 Design  
 Group, Inc.  
 9100 Highway 100  
 St. Louis, MO 63114  
 Tel: (314) 434-4400

**kdg**



**SECTION B-B**



**SECTION A-A**



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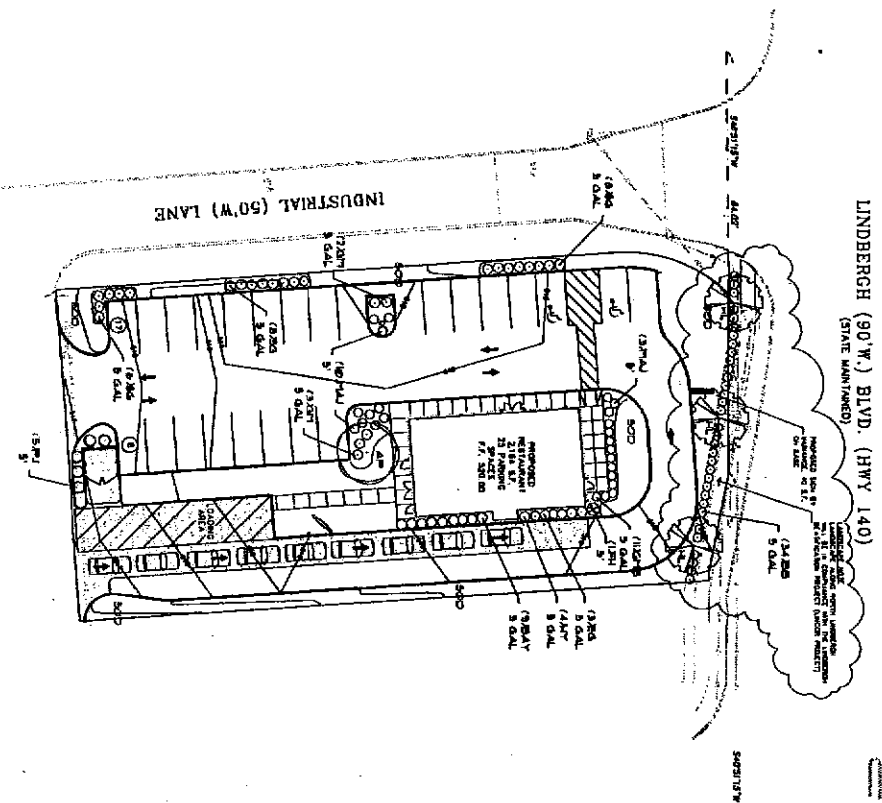
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LANDSCAPE PLAN  
SCALE 1" = 20'



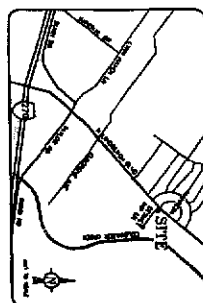
LANDSCAPE REIFICATION PROJECT

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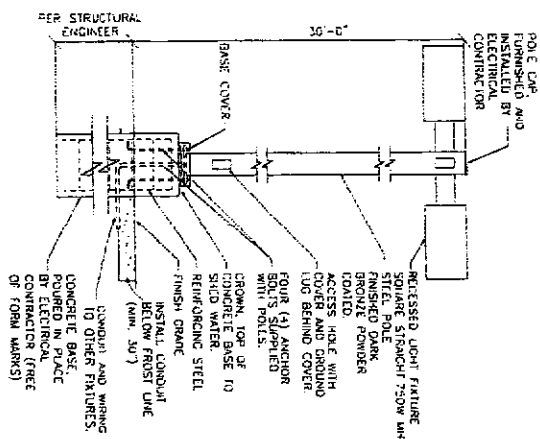
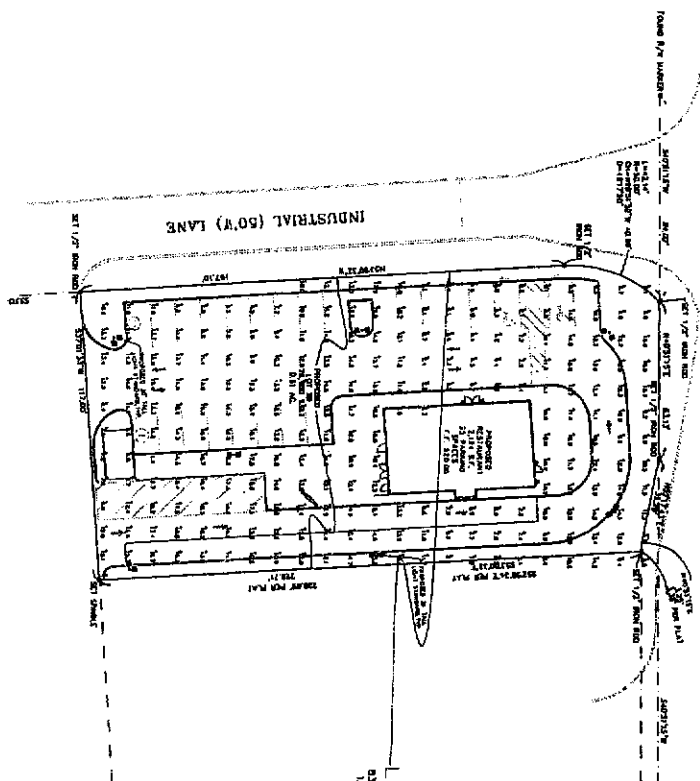


		<b>DEL TACO</b> Blackstone Group	
895-4589 Landscape Designers, Landscape Contractors & Nurserymen 1428 Tyson Rd., Hazelwood, MO 63043		Date 12-20-002 Scale 1" = 20' @	Revised Approved Sheet L-1 Drawn By LKH

DESCO FLORISSANT CENTER  
PART OF U.S. SURVEYS 15B & 1B2 OF ST. FERDINAND COMMON FIELDS AND  
LOTS 9, 12, 13, 14 AND PART OF LOTS 15 AND 16 OF DESMET INDUSTRIAL  
COURT, 147N. RGE. CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI

[illegible]

C. Smith and J. H. Lawrence in the 1970s, and the 1970s and 1980s, the 1990s, and the 2000s. The 1970s and 1980s were characterized by a high level of activity, with many new species being discovered. The 1990s saw a decline in activity, with fewer new species being discovered. The 2000s saw a resurgence in activity, with many new species being discovered. The 1970s and 1980s were characterized by a high level of activity, with many new species being discovered. The 1990s saw a decline in activity, with fewer new species being discovered. The 2000s saw a resurgence in activity, with many new species being discovered.



LIFTING STANDARD ELEVATION  
(e.l.v.)

750 W Metal Halide  
Two fixtures per pole  
30 ft pole

Numeric Summary							
Project: DEL-TACO FLORISSANT							
Lobel	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
grid	Illuminance	Fc	11.58	18.5	4.6	2.52	4.02

PREPARED BY

**CIVIL ENGINEERING  
CONSULTANTS, INC.**

PREPARED FOR

MISSOURI RESTAURANT REALTY + EXCHANGE, L.L.C.

ARNOLD, MESSIAH BOOK  
MR. MIKE WALSH

## Abstract

**Page 86-87/94**

W. R. BOYD, JR. and  
J. R. BOYD.

[illegible]

PHOTOMETRIC PLAN

LINDBERGH, D. & INDUSTRIAL LN

**CIVIL ENGINEERING  
CONSULTANTS.**

**DESIGN CONSULTANTS, INC.**  
8050 WATSON ROAD SUITE 100 SAINT LOUIS, MISSOURI 63114  
314.728.1900 FAX 314.729.1404 WWW.DCINC.NET

2

# LEGEND

1. EXISTING LOT	2. EXISTING BUILDING	3. EXISTING DRIVE	4. EXISTING SIDEWALK
5. EXISTING CURB	6. EXISTING STREET	7. EXISTING FENCE	8. EXISTING SIGN
9. EXISTING UTILITY	10. EXISTING ELEVATION	11. EXISTING ELEVATION	12. EXISTING ELEVATION
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# SITE DEVELOPMENT PLAN

A PROPOSED DEL-TACO RESTAURANT

PART OF U.S. SURVEYS 158 & 182 OF ST. FERDINAND COMMON FIELDS AND LOTS 9, 12, 13, AND PART OF LOTS 15 AND 16 OF DESERT INDUSTRIAL COURT, 142N, BEC CITY OF FLORENCE, ST. LOUIS COUNTY, MISSOURI

LINDERBERG (90' W.) BLVD. (HWY 140)

(STATE MAINTAINED)

AT

DESERT FLORENCE CENTER

FOR

DEL-TACO RESTAURANT

AT

DESERT FLORENCE CENTER

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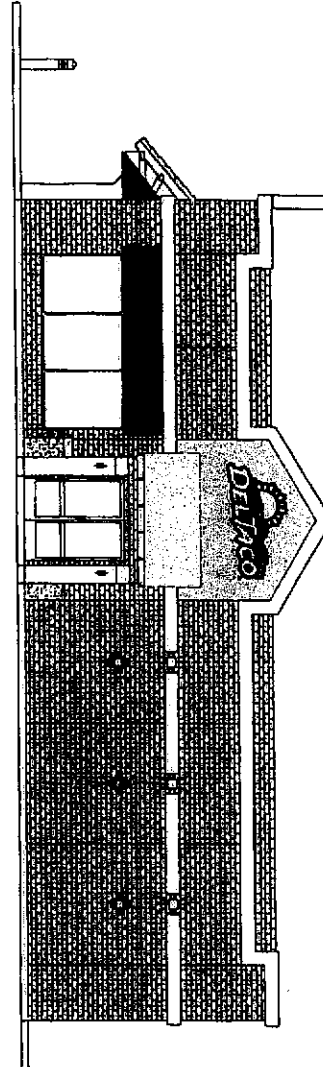
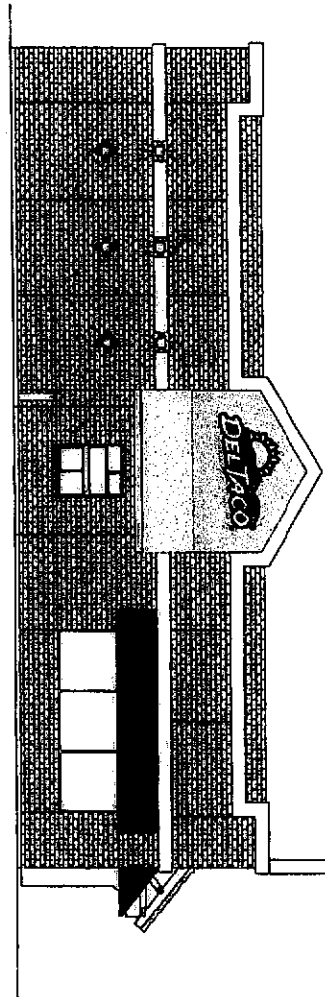
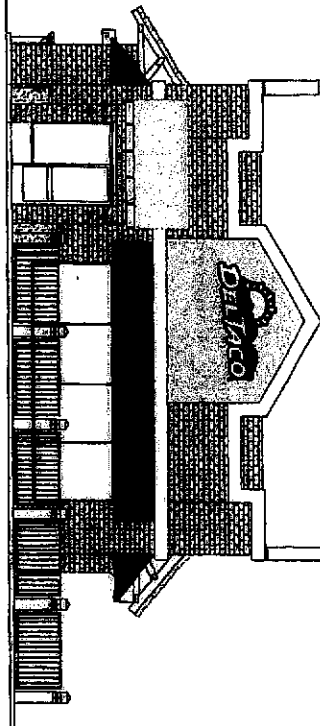
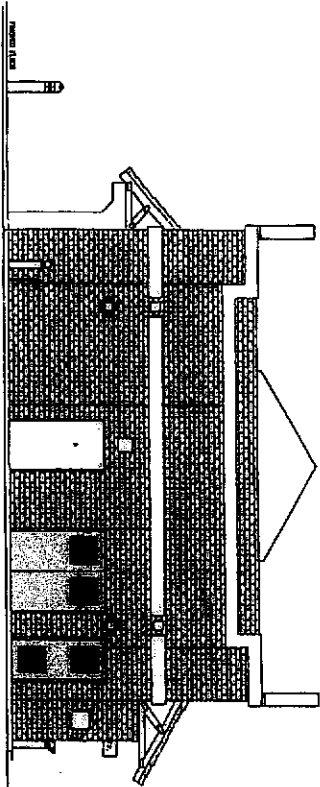
DEL-TACO RESTAURANT

AT

DESERT FLORENCE CENTER

FOR

DEL-TACO RESTAURANT



NOT TO SCALE  
 THESE DRAWINGS ARE PRELIMINARY AND ARE NOT TO BE USED FOR CONSTRUCTION OR FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT.

**DEL TACO**  
 TENANT  
 ADDRESS  
 FLORISSANT, MO



**RAYAL-KRUMHOLTZ ARCHITECTS, INC.**  
 18777 Sunset Office Drive, Suite 300  
 Sunset Mills, Missouri 63127  
 (314) 822-4007  
 (314) 822-3828 Fax

INTRODUCED BY COUNCILMAN SCHNEIDER  
JULY 23, 2001

BILL NO. 7448 (AS AMENDED)

ORDINANCE NO. 6555

AN ORDINANCE AMENDING APPENDIX B OF THE FLORISSANT CITY CODE, THE ZONING ORDINANCE, AS AMENDED, BY ADDING THERETO THE FOLLOWING DESCRIBED PROPERTY GENERALLY KNOWN AND NUMBERED AS 8120, 8140, 8200 AND 8240 N. LINDBERGH BLVD. AS A B-5 PLANNED COMMERCIAL DISTRICT DEVELOPMENT, UNDER THE ORDINANCES OF THE CITY OF FLORISSANT.

WHEREAS, Appendix B of the Florissant City Code, known as the Zoning Ordinance of the City Code of the City of Florissant, as set out in Ordinance No. 1625, as amended, provides for the establishment of a B-5 Planned Commercial District; and

WHEREAS, an application has been filed by SM Properties Florissant, L.L.C. for rezoning and development as a B-5 Planned Commercial District, of a tract of land hereinafter described, which is zoned M-2 Industrial District and B-3 Extensive Commercial District; and

WHEREAS, the Planning and Zoning Commission of the City of Florissant has recommended that such rezoning and the B-5 Planned Commercial District be approved by the Florissant City Council subject to certain conditions; and

WHEREAS, due notice of a public hearing on said application to be held on the 16th day of July, 2001 was published and such hearing was duly held and concluded; and

WHEREAS, the Council, following said public hearing and after due and careful consideration has concluded that the rezoning of the property hereinafter described as a B-5 Planned Commercial District would be in the best interest of the City of Florissant.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1: The Zoning Code of the City of Florissant, as heretofore amended, is hereby further amended, with respect to certain property heretofore zoned as a M-2 Industrial District and B-3 Extensive Commercial District, to establish a B-5 Planned Commercial District, for the location and development of a planned commercial development on the following described property:

A tract of land being part of U.S. Surveys 158 and 162 of St. Ferdinand Common Fields and Lots 9, 12, 13, 14 and part of Lots 15 and 16 of "Desmet Industrial Court: as recorded in Plat Book 97, Pages 72 and 73 of the St. Louis County Records, Township 47 North, Range 6 East, City of Florissant, St. Louis County, Missouri, and being more particularly described as follows:

Beginning as a point on the northeasterly line of Industrial (50' wide) Lane, said point also being the common corner between Lots 11 and 12 of said "Desmet Industrial Court", thence along said northeasterly line North 53 degrees 00 minutes 32 seconds west, 546.51 feet; thence along a curve to the right having a radius of 50.00 feet, an arc length of 42.14 feet and a chord bearing of north 28 degrees 51 minutes 50 seconds west to the southeasterly line of Missouri State Highway 67 (also known as Lindbergh Boulevard, 90 feet wide); thence along said southeasterly line north 40 degrees 51 minutes 15 seconds east, 1013.13 feet to the westerly corner of a tract of land conveyed to Elvin C. White, et al., by deed recorded in Book 8929, Page 1948 of the St. Louis County Records; thence leaving said southeasterly line, South 49 degrees 08 minutes 45 seconds east, 364.05 feet to the southerly corner of said Elvin C. White tract; thence north 40 degrees 51 minutes 15 seconds east, 374.63 feet; thence south 53 degrees 01 minutes 00 seconds east, 343.12 feet to the centerline of Coldwater Creek; thence along said centerline, south 40 degrees 51 minutes 53 seconds west, 110.40 feet; thence along a curve to the left having a radius of 1432.40 feet, an arc length of 1005.84 feet and a central angle of 40 degrees 14 minutes 00 seconds; thence south 00 degrees 37 minutes 53 seconds east, 26.86 feet to the easterly corner of said "Desmet Industrial Court", thence along the northeasterly line of said "DeSmet Industrial Court, north 53 degrees 00 minutes 32 seconds west, 175.08 feet to the easterly corner of Lot 9 of said "Desmet Industrial Court"; thence south 36 degrees 59 minutes 28 seconds west, 260.00 feet to the southerly corner of said Lot 9 and being in the northeasterly line of Industrial (50' wide) Lane; thence along said northeasterly line, along a curve to the left having a radius of 65.00 feet, an arc length of 55.92 feet, and a chord bearing of north 77 degrees 39 minutes 30 seconds west; thence along a curve to the right having a radius of 50.00 feet; an arc length of 43.02 feet, and a chord being of north 77 degrees 39 minutes 26 seconds west; thence north 53 degrees 00 minutes 32 seconds west, 22.82 feet to the westerly corner of said Lot 9; thence north 36 degrees 59 minutes 28 seconds east, 300.00 feet to the northerly corner of said Lot 9; thence north 53 degrees 00 minutes 32 seconds west, 200.00 feet to the most northern corner of Lot 11 of said "Desmet Industrial Court"; thence south 36 degrees 59 minutes 28 seconds west, 300.00 feet to the point of beginning and containing 933.887 square feet or 21.44 acres, more or less.

Section 2: The authority and approval embodied in this Ordinance is granted subject to all ordinances of the City of Florissant and on condition that the development and plan for the B-5 Planned Commercial District be carried out in accordance with the preliminary plans filed with the Planning & Zoning Commission of the City of Florissant and forwarded by said Planning & Zoning Commission to the Florissant City Council, and as further revised and



depicted on the Preliminary Development Plan and elevation plan dated 7/12/01 and attached hereto as Exhibit "A", which plans, except as otherwise provided herein, are hereby approved, adopted and incorporated herein by reference as if fully set out in this ordinance and made a part of this ordinance, subject to the following conditions:

**1. PERMITTED USES**

The uses permitted in the B-5 Planned Commercial District shall be for the development of a retail shopping center and all permitted uses in a B-3 Extensive Commercial District.

**2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS**

- a. Total gross floor area of all buildings designed on Phases I & II of Exhibit "A" shall be approximately a total of 131,952 square feet, with Phase 1 being approximately 96,462 square feet and Phase II being approximately 35,490 square feet, excluding outlot buildings which shall be developed by amendment hereto.
- b. All buildings shall be of single story construction with a maximum height of 36 feet and shall otherwise comply with the height limitations of Section 14.5, subsection 6 of the Florissant Zoning Ordinance.

**3. PERFORMANCE STANDARDS**

Uses within the B-5 Planned Commercial District identified herein shall conform to the most restrictive performance standards as set forth in Section 20 of the Florissant Zoning Ordinance.

**4. PLAN SUBMITTAL REQUIREMENTS**

Within twelve months of the effective date of this ordinance, and prior to issuance of any building or occupancy permit, the petitioner shall submit the Site Development Plan to the Planning & Zoning Commission for review and approval in accordance with Section 14.5, subsection 10 (D) of the Florissant Zoning Ordinance. Where due cause is shown by the developer, this time interval may be extended by the Planning & Zoning Commission. Site Development Plans may be submitted for portions of the property for phased development. A site plan for Phase II must be filed within two (2) years following the effective date of this ordinance unless otherwise extended by the Planning and Zoning Commission. Phase II shall be completed within eighteen (18) months from the filing of the site plan.

**5. SITE DEVELOPMENT PLAN GENERAL CRITERIA:**

The above Site Development Plan shall include the following :

- a. Location and size, including height of all buildings and structures, landscaping and general use of the buildings.

- b. Gross square footage of buildings.
- c. Areas to be dedicated for road right-of-way and required roadway improvements.
- d. Existing and proposed roadways, drives, and walkways on and adjacent to the property in question.
- e. Location and size of parking areas and internal drives.
- f. Building and parking setbacks.
- g. Curb cut locations.
- h. Existing and proposed contours at intervals of not more than two (2) feet.
- i. Preliminary stormwater and sanitary sewer facilities.
- j. Identification of all applicable cross access and cross-parking easements or agreements.

#### 6. SITE DEVELOPMENT PLAN DESIGN CRITERIA

The above Final Site Development Plan shall adhere to the following specific design criteria:

a. Structure Setbacks.

No building or structure, excluding boundary and retaining walls, light standards, fences, and authorized freestanding business signs shall be located within the following setbacks:

- 1) Forty (40) feet of the right-of-way of N. Lindbergh Blvd and Industrial Lane.
- 2) All other setbacks as approved by the Planning & Zoning Commission.

b. Parking, Loading and Internal Drives Setbacks.

- 1) All loading zone areas shall be in the rear of the buildings and the location of said loading zones shall be approved by the Planning and Zoning Commission. No parking stall, loading space, internal drive or roadway, excluding points of ingress and egress, shall be located within ten (10) feet of the right-of-way of N. Lindbergh Boulevard.
- 2) All other setbacks shall be as approved by the Planning & Zoning Commission.

c. Minimum Parking/Loading Space Requirements.

- 1) Parking requirements shall be as required by Section 14.5, subsection 5, and Section 17 of the Florissant Zoning Ordinance, except as otherwise varied herein. The required number of parking spaces shall be 880, but the City Council herein grants a reduction of twenty (20%) percent for a total required number of parking spaces being at 705. Handicapped parking spaces shall be provided as required by Florissant City Code. However, employee handicapped parking shall be provided as needed at the rear of the buildings.
- 2) An appropriate parking/loading space distribution shall be provided for portions of this development as determined by the Planning & Zoning Commission. However, no direct parking space access shall be allowed on the southern side of the main entrance aisle.
- 3) No tractor trailer shall be allowed to park in excess of 48 hours. The exceptions outlined in Section 15-318, paragraphs 1 through 6, of the Florissant City Code may apply if approved by the Director of Public Works.

d. Road Improvements, Access and Sidewalks.

- 1) Road improvements, access and sidewalks shall conform to the requirements of the Missouri Highway and Transportation Department regarding N. Lindbergh Boulevard in this area, including
  - a) Provision of right-of-way and pavement widening, including all storm drainage facilities, as directed and/or approved by the Missouri Highway and Transportation Department, to improve N. Lindbergh.
- 2) The Access to the development from N. Lindbergh Boulevard shall be limited to no more than two (2) access driveways as directed and/or approved by the Missouri Highway and Transportation Department, plus a main entrance.
- 3) The existing main entrance shall be realigned to match up with Manresa as depicted on the preliminary site development plan attached hereto.
- 4) The internal drive in front of the shopping center shall be a minimum of 30 feet with crosswalks provided as approved by the Planning and Zoning Commission.
- 5) The main entrance to the center shall have five lanes with two ingress lanes and three egress lanes.
- 6) The main entrance to the center shall be approximately 57 feet wide. The main entrance shall narrow to approximately 29.5 feet as it proceeds inward toward the buildings, all as generally depicted on Exhibit "A" attached hereto.

e. Lighting Requirements.

- 1) The location of all lighting standards shall be as approved by the Planning & Zoning Commission on the Site Development Plan. Light standards shall not exceed a maximum of 30 feet in height along the interior of the site. No on-site illumination source shall be so situated that light is cast directly on adjoining properties or public roadways. Exterior parking area lighting shall be at least 1.0 foot candles with a uniformity ration of 3 to 1.
- 2) Lights at the back of the buildings shall be directed downward toward the site.
- 3) Exterior building lighting shall be screened or designed so as to be minimally discernible. The manner in which this is addressed shall be noted on the Site Development Plan.

f. Sign Requirements.

All signs shall comply with the Florissant City Code, including sign and zoning ordinances and shall conform to the 40 foot setback requirements. Additional traffic signage shall be approved by the Director of Public Works.

g. Landscape Plan.

A landscape plan, either as part of the Site Development Plan or a separate drawing to be reviewed as part of the Site development Plan, shall be submitted, to comply with the following:

- 1) Adequate landscaping shall be provided on the site, as approved by the Planning & Zoning Commission and shall match the State of Missouri's landscaping corridor project for North Lindbergh.
- 2) Landscaping shall be provided in parking areas in sufficient quantity to at least meet the minimum requirements specified in Section 17 (9) of the Florissant Zoning Ordinance.

h. Screening Plan.

A screening plan, either as part of the Site Development Plan or a separate drawing to be reviewed as part of the Site Development Plan, shall be submitted, to comply with the following:

- 1) Adequate screening shall be provided on site, in conjunction with landscaping, to suitably screen the development from abutting residential property as approved by Planning and Zoning Commission.

i. Miscellaneous Design Criteria.

- 1) Parking, circulation, sidewalks, and other applicable site design features shall comply with Chapter 5, Article II, of the Florissant City Code for handicapped access provisions.
- (2) The minimum yard requirements shall be as shown on the preliminary site plan attached hereto and incorporated herein as Exhibit "A".
- (3) Additional masonry (as defined by Florissant City Ordinance) shall be added on the first northern portion of the development in front of the 8,000 square foot building in lieu of the EIFS. An additional option shall include an additional 50 lineal feet in front of the 5,000 square foot building replaced with masonry in place of the EIFS. The existing Schnucks building will remain as tilt up concrete panels. Further, additional masonry shall be added to the raised facade that is midway between the Schnucks and the 5,000 square foot tenant space.
- (4) All rooftop mechanical equipment on buildings shall be screened by roofing or other screening as required and approved by the Planning & Zoning Commission.
- (5) All exterior trash areas shall be screened. Such area, including an area in front of the enclosure sufficient in size for loading/unloading of dumpsters, shall have a concrete surface of at least a six (6) inch depth.
- (6) There shall be no exposed fluorescent tube lighting above the walkway.
- (7) Shopping carts storage shall be shown on the final site development plan.
- (8) All exterior building walls for buildings on outlot parcels shall be of unpainted standard brick, unpainted standard brick veneer, or natural building stone.
- (9) There shall be no outside display of merchandise except in approved areas, except areas approved by the Planning and Zoning Commission. The Planning and Zoning Commission may require fencing or other adequate enclosure for any approved outside display area.
- (10) No grade shall have a slope greater than 3 to 1.
- (11) Unless, and except to the extent, otherwise specifically provided herein, the Site Development Plan shall comply and be in accordance with all other ordinances of the City of Florissant.
- (12) Fire lanes shall be established by separate ordinance after approval by the Fire Department and the Director of Public Works pursuant to Section 15-9.15-311 and 15-505 of the Florissant City Code.

## 6. VERIFICATION PRIOR TO FINAL SITE DEVELOPMENT PLAN APPROVAL.

Prior to the approval of the Final Site Development Plan, the petitioner shall:

a. Stormwater.

Submit to the Planning & Zoning Commission a preliminary engineering plan approved by the Director of Public Works showing that adequate handling of the stormwater drainage of the site is provided to comply with the following:

- 1) Provision of adequate stormwater systems in accordance with accepted engineering standards.
- 2) All stormwater shall be discharged at an adequate natural discharge point.
- 3) All required stormwater detention for the final development shall be provided in permanent underground facilities. During Phase I development and construction stormwater detention for Phase II may be provided in temporary above ground detention facilities adequately landscaped, as approved by the Planning and Zoning Commission.
- 4) All underground stormwater detention facilities shall have approved means for access thereto provided to permit entry thereinto for inspection and cleaning.
- 5) No increase in surface water runoff to adjacent property shall result. Documentation shall be provided to the Director of Public Works for verification.

b. Road Improvements and Curb Cuts.

Provide written verification of requirements for and approval by the Missouri Highway and Transportation Department of the location of proposed curb cuts, areas of new dedication, and roadway improvements, including any required signalization and right turn lanes.

c. Landscaping and Screening:

Provide plans showing adequate landscaping and screening subject to Planning and Zoning Commission approval.

## 7. RECORDING

Within sixty (60) days of approval of the Site Development Plan by the Planning & Zoning Commission, the approved plan shall be recorded with the St. Louis County Recorder of Deeds.

## 8. VERIFICATION PRIOR TO BUILDING PERMITS

Subsequent to approval of the Site Development Plan and prior to the issuance of any building permit.

### a. Sanitary Sewers.

Written verification of an approved sanitary sewer plan must be provided.

### b. Stormwater Sewers, Bond, Escrow, Letter of Credit.

Written verification of an approved stormwater plan must be provided. Once Phase I is commenced, the petitioner shall furnish a bond, escrow, unconditional letter of credit or other appropriate security agreement as approved by the City Attorney, sufficient in amount, as determined by the Director of Public Works, to guarantee the installation of underground stormwater detention facilities.

### c. Parking/Curbing/Signs/Pavement Marking/Sidewalks, Bond, Escrows, Letter of Credit.

For each phase, the petitioner shall furnish a two (2) year bond, escrow, unconditional letter of credit or other appropriate security agreement as approved by the City Attorney, sufficient in amount, as determined by the Director of Public Works, to guarantee the installation of parking lot pavement, curbing, sidewalks, signs and pavement markings for that Phase.

### d. Filing a Recorded Site Development Plan.

Two (2) copies of such recorded Site Development Plan, showing book, page, and recording date, shall be filed with the Director of Public Works.

### e. Notification of the Department of Public Works.

Prior to the issuance of foundation or building permits, all approvals from the Metropolitan St. Louis Sewer District, the Missouri Highway and Transportation Department and other appropriate organizations must be received by the Department of Public Works.

## 9. VERIFICATION PRIOR TO OCCUPANCY PERMITS.

### a. Road improvements and the right-of-way dedication shall be completed prior to the issuance of any occupancy permit.

### b. Underground detention shall be completed for each phase of construction prior to issuance of an occupancy permit for that phase.

## 10. GENERAL DEVELOPMENT CONDITIONS.

- a. Adequate temporary off-street parking for construction employees shall be provided. Parking on non-surfaced areas shall be prohibited in order to eliminate the condition whereby mud from construction and employee vehicles is tracked onto the pavement causing hazardous roadway and driving conditions.
- b. No change in watershed shall be permitted.
- c. Interim stormwater drainage control in the form of siltation control measures are required.
- d. Once a building permit is issued for Phase I of the project, the petitioner has two (2) years to finish underground stormwater retention for the remainder of the property, regardless of whether or not development of Phase II is completed.
- e. Areas outside Phase 1 on which grading and/or detention basin construction occur, shall be protected from erosion by installation and maintenance of grass cover.
- f. Additional lanes and/or widening, pavement thickness, drainage facilities, granular base, traffic control devices and other improvements may be required to accommodate heavy traffic volumes, unsuitable soil conditions, steep grades or other conditions not apparent at this time.
- g. Since the tract abuts a roadway under the jurisdiction of the Missouri Highway and Transportation Department, sidewalks along the tract must be placed in a public easement outside of the State right-of-way, unless the Lincor project provides otherwise. Maintenance of sidewalks along State highways must be the responsibility of the property owners.
- h. If cut and fill operations occur during a season not favorable for immediate establishment of a permanent ground cover, a fast germinating annual such as rye grasses and sudan grasses shall be utilized to retard erosion.
- i. Unless, and except to the extent, otherwise specifically provided herein, development shall be effected only in accordance with all other ordinances of the City of Florissant.
- j. The department of public works shall enforce the conditions of this ordinance in accord with the Site Development Plan approved by the Planning & Zoning Commission and all other ordinances of the City of Florissant.

## 11. PROJECT COMPLETION.

Completion of Phase 1 of the planned commercial development, in accordance with the approved Site Development Plan shall be effected within one (1) year from the issuance of permits.




Section 3: The application and preliminary plans are returned to the Planning & Zoning Commission for consideration of a Final Site Development Plan, pursuant to Section 14.5, subsection 10 (4) of the Florissant Zoning Ordinance.

Section 4: Failure to develop the said Planned Commercial District in accordance with the above-described procedures and restrictions shall be cause for revision of the zoning of said property back to M-2 and B-3 Districts, in accordance with Section 14.5, subsection 13 of the Florissant Zoning Ordinance.

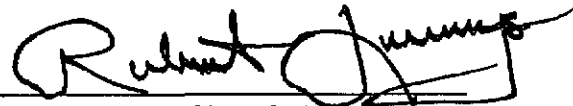
Section 5: The City Council may, within three months of the effective date of this ordinance, without any necessity for a further public hearing, adopt clarifications, revisions, or amendments to this ordinance to facilitate the advancement of the development project.

Section 6: This ordinance shall become in full force and effect upon its passage and approval as provided by law.

Adopted this 23rd day of July, 2001.

  
\_\_\_\_\_  
President of the Council  
City of Florissant

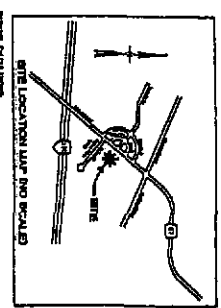
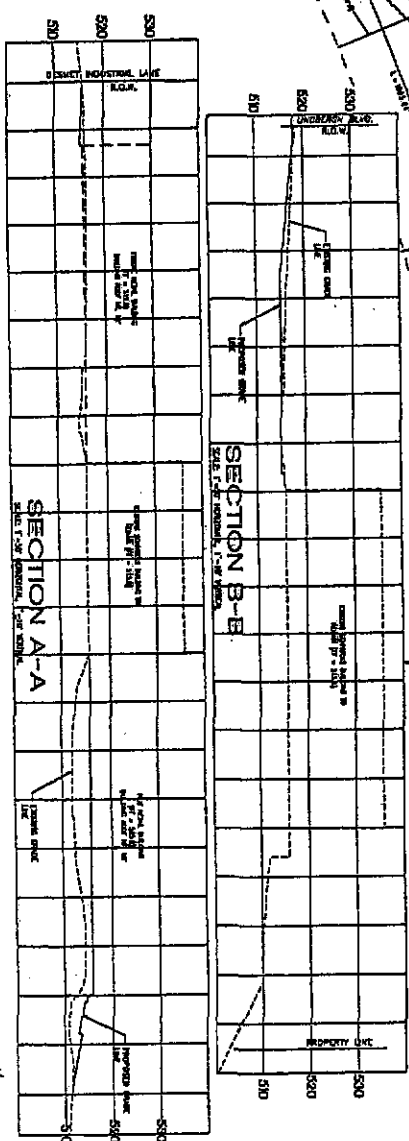
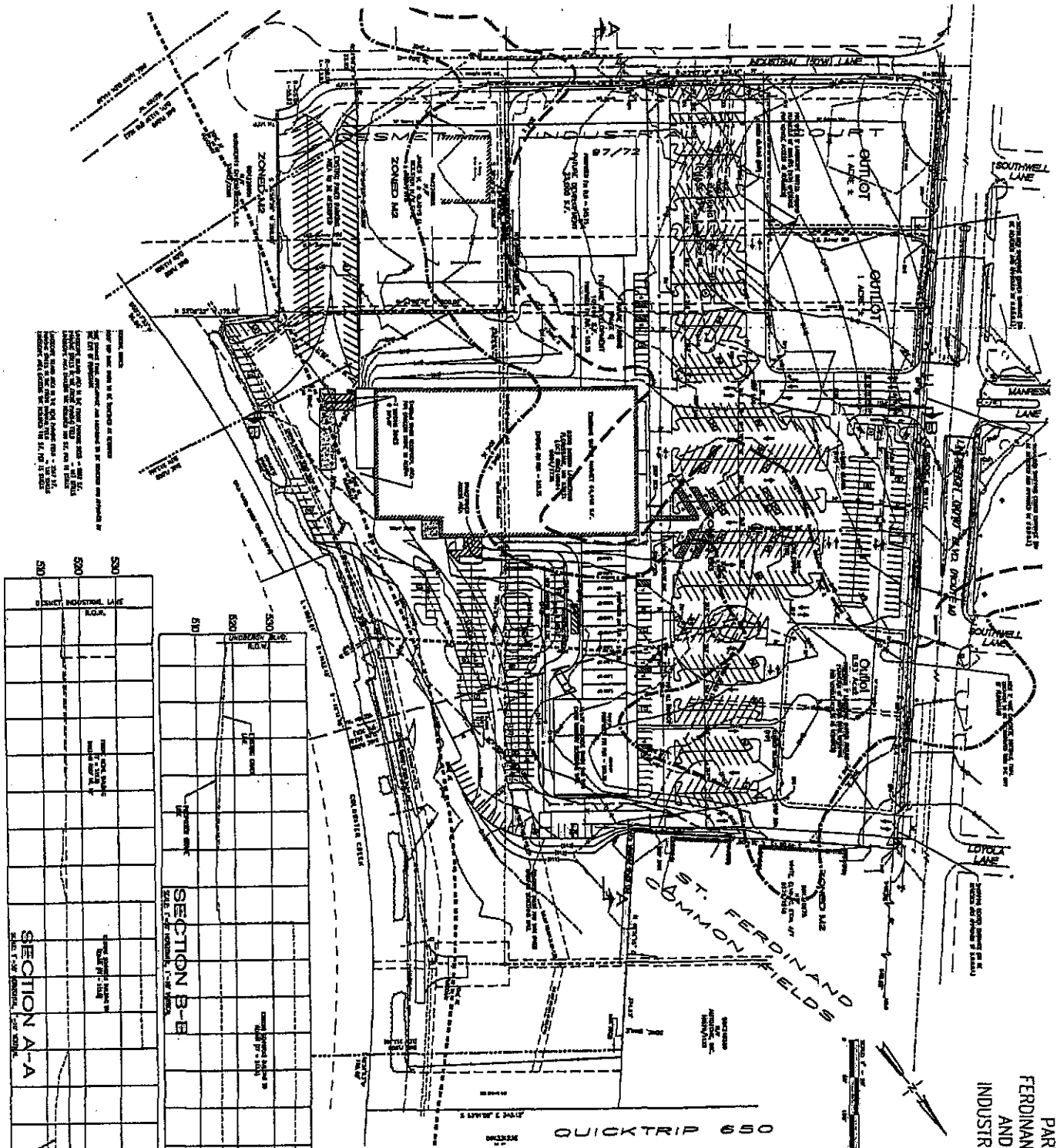
Approved this 24th day of July, 2001.

  
\_\_\_\_\_  
Mayor, City of Florissant

ATTEST:

  
\_\_\_\_\_  
City Clerk

DESCO FLORISSANT CENTER  
 PART OF U.S. SURVEYS 158 & 182 OF ST.  
 FERDINAND COMMON FIELDS AND LOTS 9, 12, 13, 14  
 AND PART OF LOTS 15 AND 16 OF DESMET  
 INDUSTRIAL COURT, 147N, R6E CITY OF FLORISSANT,  
 ST. LOUIS COUNTY, MISSOURI



**GENERAL NOTES:**

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. THE CENTERLINE OF THE HIGHWAY IS SHOWN BY A DASHED LINE.
3. THE PROPERTY LINE IS SHOWN BY A DOTTED LINE.
4. THE EXISTING GRADE IS SHOWN BY A SOLID LINE.
5. THE PROPOSED GRADE IS SHOWN BY A DASHED LINE.
6. THE PROPOSED PAVEMENT IS SHOWN BY A HATCHED LINE.
7. THE PROPOSED CURB AND GUTTER IS SHOWN BY A DOTTED LINE.
8. THE PROPOSED SIDEWALK IS SHOWN BY A DOTTED LINE.
9. THE PROPOSED DRIVEWAY IS SHOWN BY A DOTTED LINE.
10. THE PROPOSED FENCE IS SHOWN BY A DOTTED LINE.
11. THE PROPOSED SIGN IS SHOWN BY A DOTTED LINE.
12. THE PROPOSED LIGHTING IS SHOWN BY A DOTTED LINE.
13. THE PROPOSED LANDSCAPING IS SHOWN BY A DOTTED LINE.
14. THE PROPOSED UTILITIES ARE SHOWN BY A DOTTED LINE.
15. THE PROPOSED EROSION CONTROL IS SHOWN BY A DOTTED LINE.
16. THE PROPOSED DRAINAGE IS SHOWN BY A DOTTED LINE.
17. THE PROPOSED FLOOD CONTROL IS SHOWN BY A DOTTED LINE.
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20. THE PROPOSED AIR POLLUTION CONTROL IS SHOWN BY A DOTTED LINE.
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99. THE PROPOSED MEDICINE DIVERSITY CONTROL IS SHOWN BY A DOTTED LINE.
100. THE PROPOSED HEALTH DIVERSITY CONTROL IS SHOWN BY A DOTTED LINE.

**KdG**

Kuhlmann  
Design  
Group, Inc.

4400 S. Highway 100  
St. Louis, Missouri 63108-2800  
(314) 434-0000

**Desco - Florissant**

Florissant, MO

DATE: 10/1/01

PROJECT: DVP-1

SCALE: AS SHOWN

DESIGNER: KdG

CHECKER: KdG

APPROVER: KdG

NO. 100

NO. 101

NO. 102

NO. 103

NO. 104

NO. 105

NO. 106

NO. 107

NO. 108

NO. 109

NO. 110

NO. 111

NO. 112

NO. 113

NO. 114

NO. 115

NO. 116

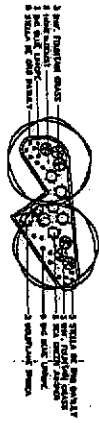
NO. 117

NO. 118

NO. 119

NO. 120

Exhibit A 1-65



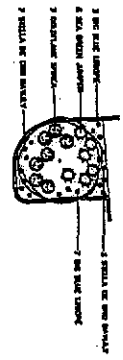
TYP. ISLAND PLANTING

SCALE 1" = 10'



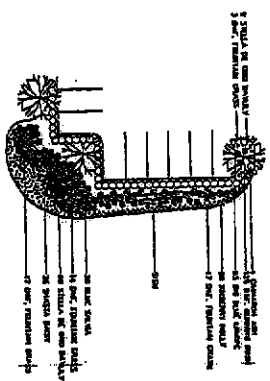
PARKING LOT ISLAND DETAIL #1

SCALE 1" = 10'



PARKING LOT PENINSULA DETAIL #2

SCALE 1" = 10'



ENTRY ISLAND DETAIL #2

SCALE 1" = 10'

LUYOLA LANE

SOUTHWELL LANE

MANHESSE LANE

SOUTHWELL LANE

LANDSCAPE

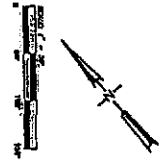
OUTLOT

OUTLOT

OUTLOT

INDUSTRIAL LANE

- MATERIAL LIST:**
- |    |                      |        |
|----|----------------------|--------|
| 1  | WHITE PINE           | 7.5"   |
| 2  | AUSTRIAN PINE        | 7.5"   |
| 3  | NORWAY SPRUCE        | 7.5"   |
| 4  | CHINA MANON ASH      | 2.5"   |
| 5  | HONEYLOCUST          | 2.5"   |
| 6  | FLOWERING PEAR       | 2.5"   |
| 7  | DWARF BURNING BUSH   | 2.5"   |
| 8  | GOLDFLAME SPREA      | 15.24" |
| 9  | SEA GREEN JUNIPER    | 15.24" |
| 10 | INKBERRY HOLLY       | 15.24" |
| 11 | DENSE YEW            | 15.24" |
| 12 | DWARF FOUNTAIN GRASS | 3 GAL. |
| 13 | BIG BLUE LANTANA     | 1 QT.  |
| 14 | LIROPE SPECIATA      | 1 QT.  |
| 15 | STELLA DE ORO DAISY  | 1 QT.  |
| 16 | BLUB SALVIA          | 1 QT.  |
| 17 | CU YDS. BANK MULCH   | 1 QT.  |



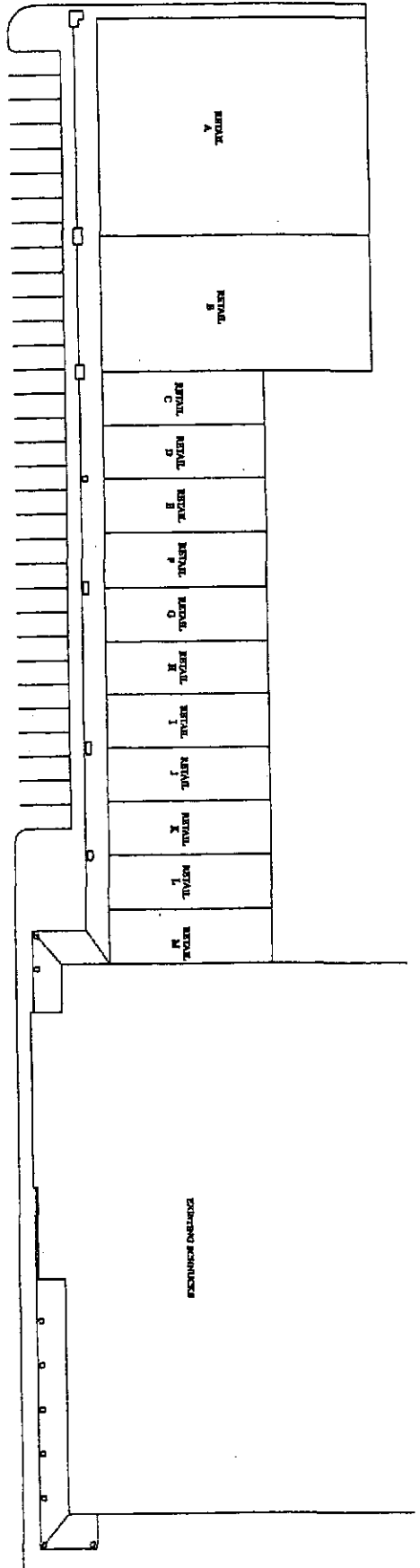
**Schnucks**

2022 Lincoln - Parkway, Missouri 63108  
Phone: 314-241-1000

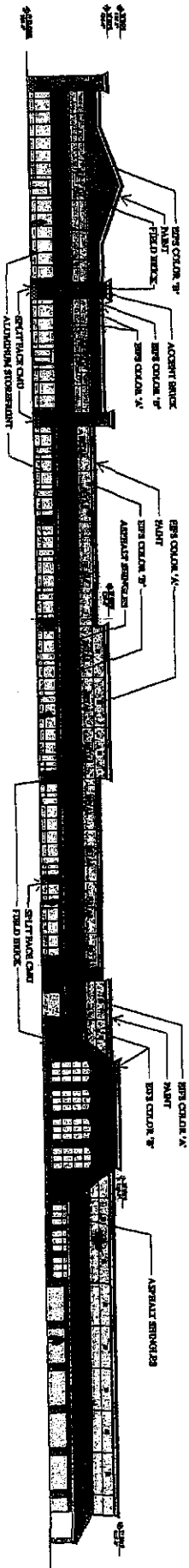


**BAXTER FARMS and NURSERIES**  
3411 CREVE COEUR HILL ROAD  
ST. LOUIS, MISSOURI 63108  
314/542-8400

Drawn By	Scale
Scale: 1" = 10'	1" = 10'
Drawn: 10-10-88	10-10-88
Revised: 11-11-88	11-11-88



PARTIAL FLOOR PLAN



PROPOSED ELEVATION

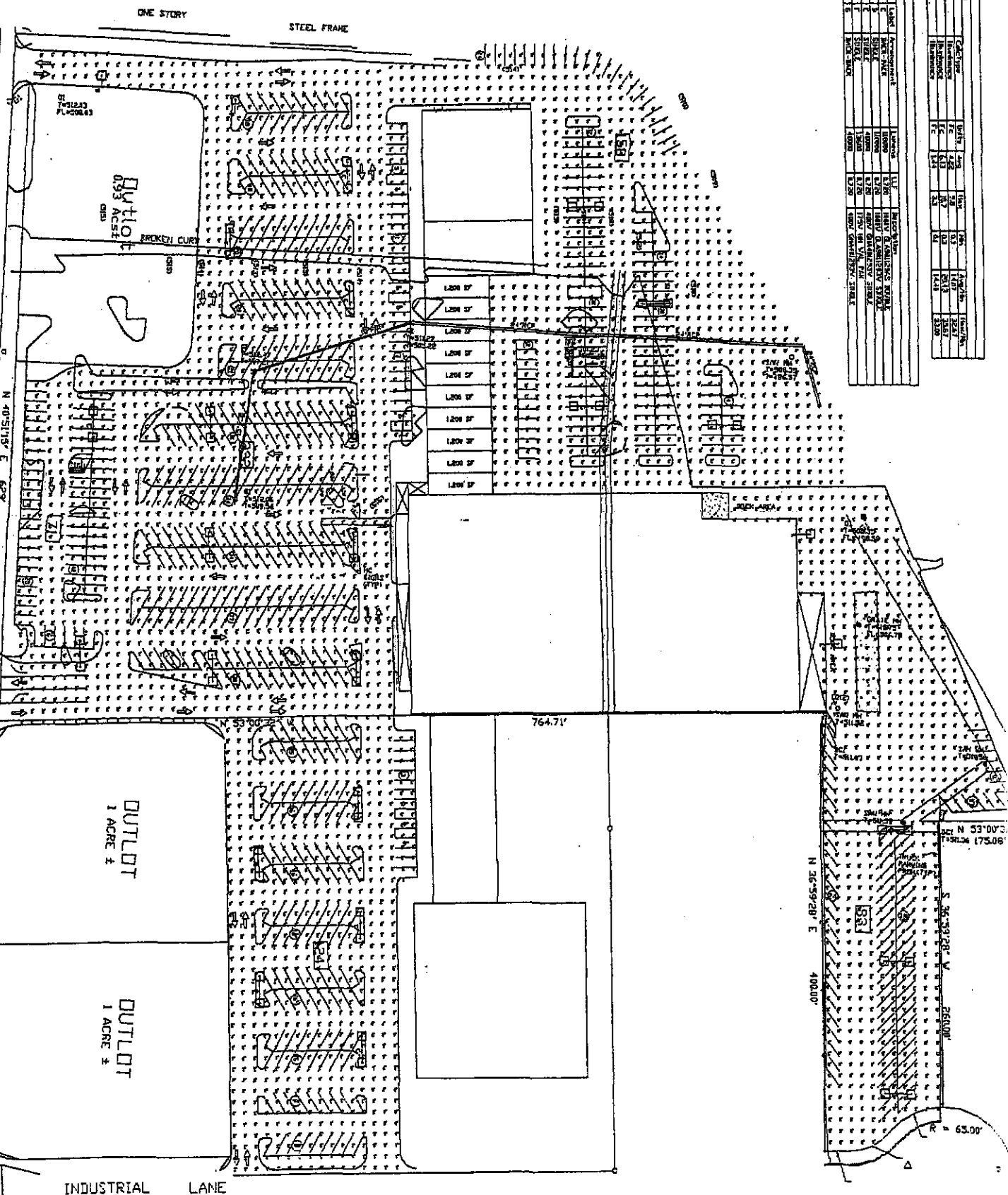
KdG

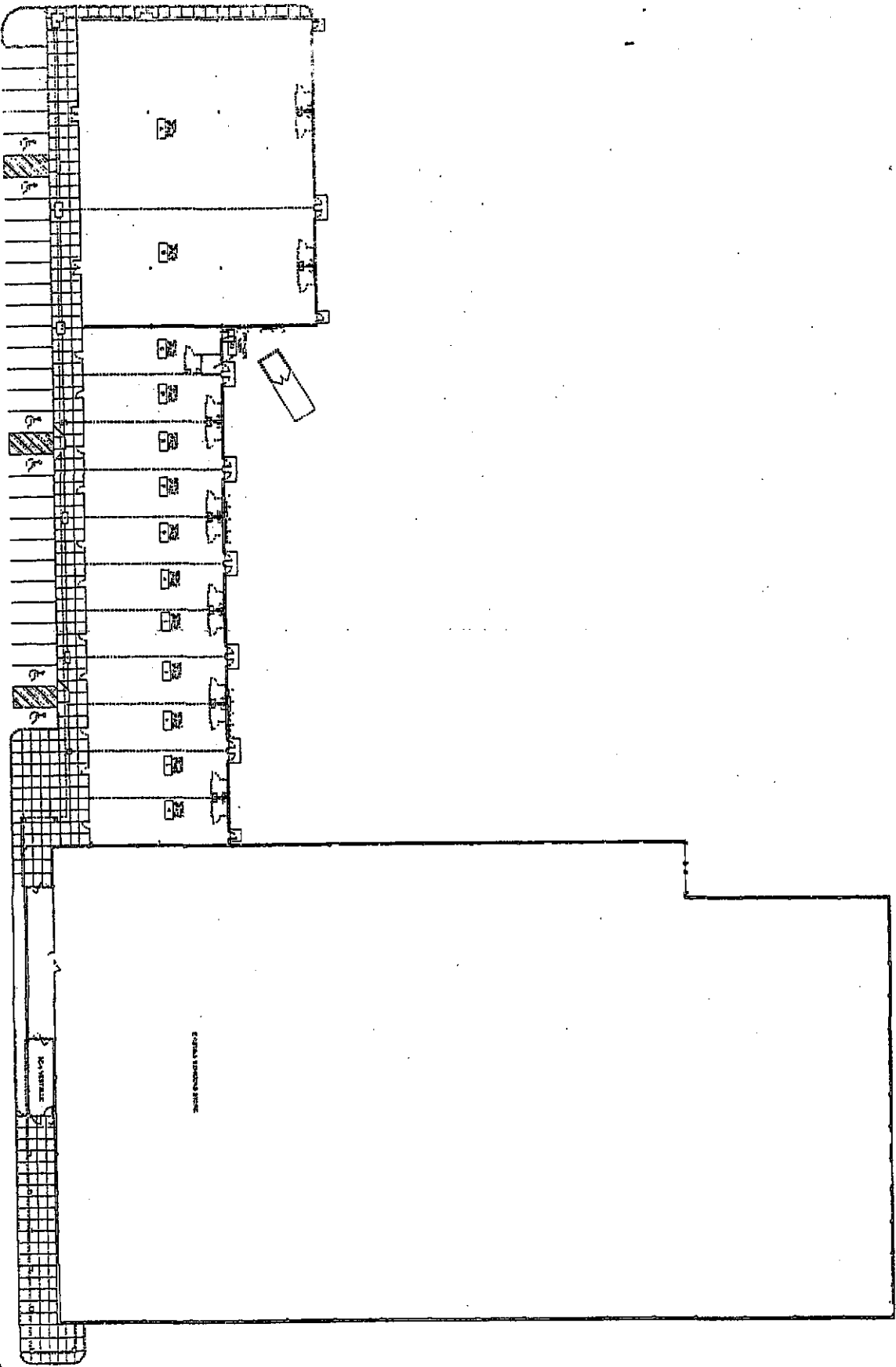
DESCO - FLORISSANT, MISSOURI

Sketch "A"

3 of 5

The DESCO Group  
Commercial Real Estate Services  
July 12, 2001

[illegible]



① PROPOSED FLOOR PLAN  
SCALE: 1/8" = 1'-0"



PLAN  
NORTH

<p>PROJECT: DESCO - FLORISSANT</p> <p>DATE: 11/11/09</p> <p>BY: KDG</p> <p>SCALE: 1/8" = 1'-0"</p> <p>PROJECT: DESCO - FLORISSANT</p> <p>DATE: 11/11/09</p> <p>BY: KDG</p> <p>SCALE: 1/8" = 1'-0"</p>	<p><b>KdG</b></p> <p>Kuhlmann Design Group, Inc.</p> <p>11 Payne Park St. Louis, MO 63114-1000 Tel: 314.421-4100</p>	<p><b>The DESCO Group</b></p> <p>Desco - Florissant</p> <p>Florissant, MO</p>
---	--	---

Exhibit 'A' 5065



**PROPERTY OWNER**      **WENDY'S INTERNATIONAL, INC.**

**EXISTING ZONING**      **FLOODPLAIN**

SITE ACREAGE 0.92 ACRE

8250 N. LINDBERGH BLVD.  
FLOIRISSANT, MO 63031  
24922

U.S.D. #4  
34822  
JAN 1960

[illegible]

**BENCH MARK**

U.S.A. 4-246 ELEVATION 820-39  
ON THE NORTHEAST CORNER OF THE CONCRETE  
BASE FOR A SIGNAL CONTROL BOX WEST OF THE CENTER  
OF LAMARCA (BOULEVARD AND 3RD TOWN OF THE  
COUNTRY) ARE 11 METERS, 1.1 METER

U.S.D. P-24922  
U.S.D. BASE MAP 08-K3  
LOC. NO. 08K 24 0851  
ZIP CODE 63031

EXISTING CONTOURS  
PROPOSED CONTOURS  
EXISTING SANITARY SEWERS  
EXISTING STORM SEWERS  
PROPOSED SANITARY SEWERS  
PROPOSED STORM SEWERS  
EXISTING RIGHT-OF-WAY  
PROPOSED RIGHT-OF-WAY  
CENTERLINE  
EASEMENT  
NON-REINFORCED CONCRETE PAVEMENT  
ASPHALTIC CONCRETE PAVEMENT  
TELEPHONE  
GAS MAIN  
WATER MAIN  
SWALE  
TO BE REMOVED  
TO BE REMOVED & RELOCATED  
TO BE USED IN PLACE  
TRASH ENCLOSURE  
LIGHT STANDARD  
FIRE HYDRANT  
POWER POLE

C1	TITLE SHEET
C2	SPECIFICATION SHEET
C3	SITE PLAN
C4	GEOMETRICS SHEET
C5	UTILITY PLAN
C6	SEWER PROFILES/DETAILS
C7	DRAINAGE AREA MAP
L1	LANDSCAPING PLAN
L2	LIGHTING PLAN


## SUMMARY OF QUANTITIES

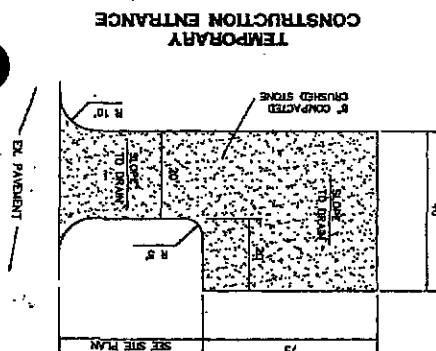
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## PARKING CALCULATIONS

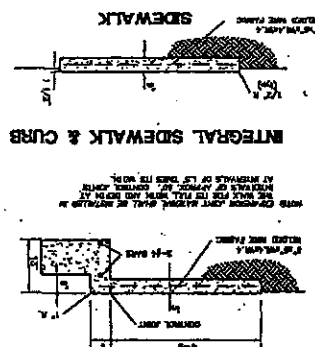
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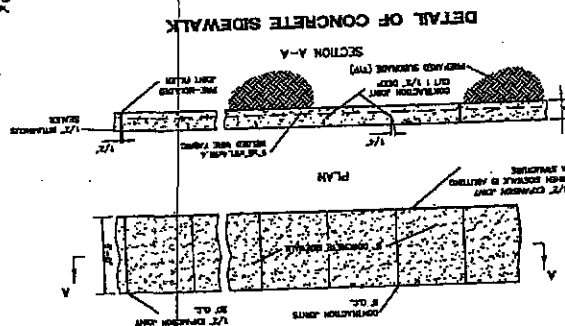
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	<b>J. R. GRIMES</b> CONSULTING ENGINEER, INC.	



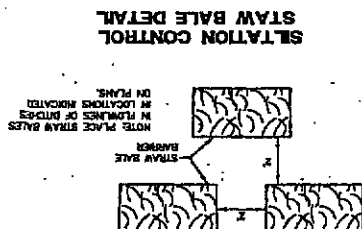
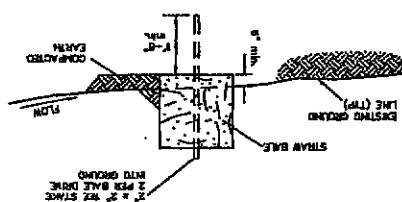
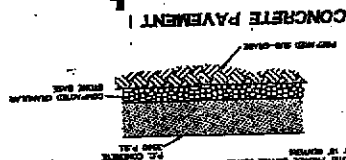
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CONSTRUCTION ENTRANCE



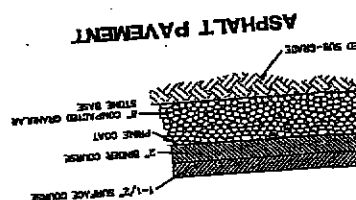
**INTEGRAL SIDEWALK & CURB**



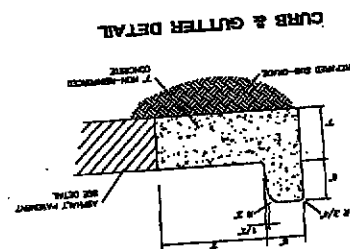
DETAIL OF CONCRETE SIDEWALK

STATION CONTROL  
STAW BALE DETAILSTATION CONTROL  
SILENCE DETAIL

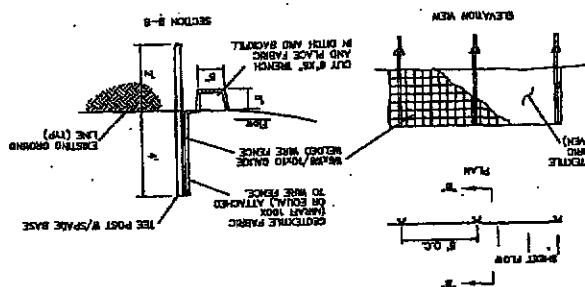
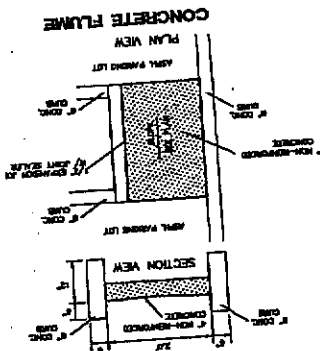
**CONCRETE PAYMENT**



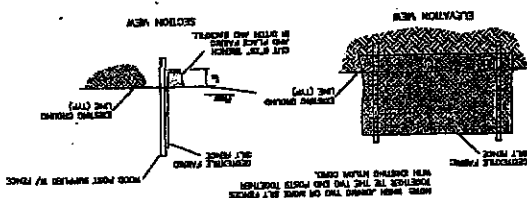
ASPHALT PAVEMENT



**CURB & GUTTER DETAIL**

STATION CONTROL  
SALTENCE DETAIL

## CONCRETE FLUME



REMARKS: THE TWO POSTS TOGETHER  
WAS BEHIND THE OTHER SIDE OF THE  
MOUNTAIN RANGE.

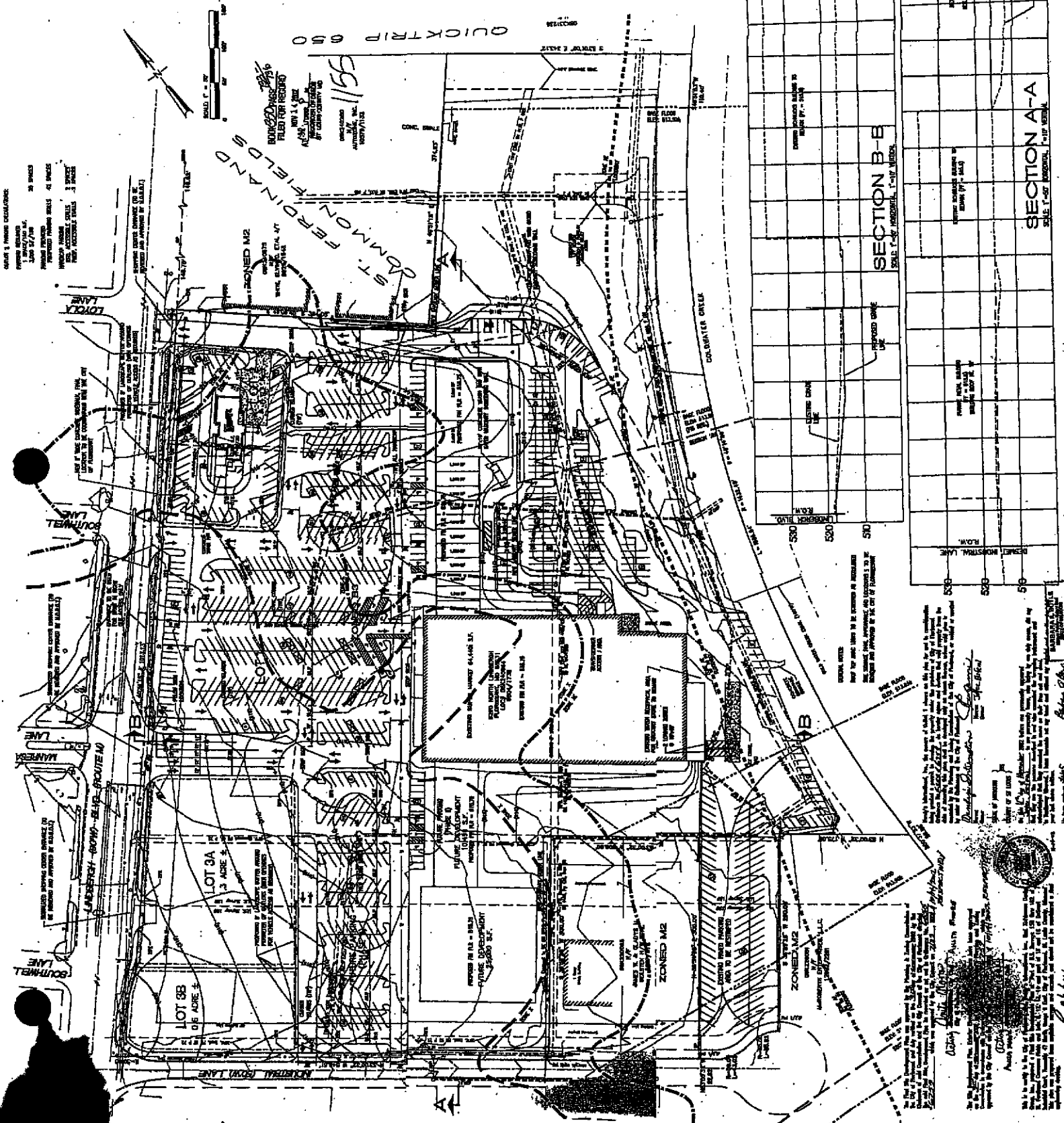
- [illegible]

PAVEMENT NOTES:



SCALE 1" = 100' HORIZONTAL

PROPOSED LOT 38  
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PROPOSED LOT 98  
PROPOSED LOT 99  
PROPOSED LOT 100



Packet Page 78 of 487

N/F  
ELVIN C. WHITE AND  
STEVEN C. WHITE  
8929/1948  
1054 DBK24-0675

5350/241.2} LUSHERS  
204175 MOON 2041

N/P  
SM PROPERTIES FLOISSANT, LLC  
12740/1890  
100-0000000774

514  
N/T  
CHURCH & DWIGHT, INC.  
12321/0834  
1004 08324-0864

11/11/2018 10:00 AM  
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 11/11/2018 10:00 AM  
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U.S.D. P-24922  
U.S.D. BASE MAP 08-K3  
LOG. NO. 08K 24 0851  
ZIP CODE 63031

1. The following information is being furnished to you for your information only. It is not intended to be used for any other purpose.

**PREPARED FOR:**  
**WENDYS INTERNATIONAL, INC.**  
**ONE ENERGY CENTER**  
**40 SULLYMAN BLVD., SUITE 130**  
**HAPERVILLE, IL 60563**  
**PHONE (830) 861-5600**  
**FAX (830) 861-7550.**

**WENDY'S FLORISSANT**  
**SITE PLAN**

**J. R. GRIMES**  
**CONSULTING ENGINEER, INC.**

825	C3
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1 INTRODUCED BY COUNCILMAN PAGANO  
2 OCTOBER 9, 2017

3  
4 SUBSTITUTE BILL NO. 9318

ORDINANCE NO.

5  
6 **AN ORDINANCE AMENDING ARTICLE XVII “RESIDENTIAL**  
7 **RENTAL REAL ESTATE”**  
8

9 **WHEREAS**, the City Council adopted licensing provisions relating to the rental of  
10 residential real estate; and  
11

12 **WHEREAS**, the City Council believes it to be in the best interests of the City to amend  
13 the provisions of Article XVII, Residential Rental Real Estate.  
14

15 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF**  
16 **FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:**  
17

18 Section 1: Article XVII: Residential Rental Real Estate is hereby deleted in its entirety  
19 and the following inserted in lieu thereof:  
20

21 **Section 605.453 Purpose.**  
22

- 23 A. The goal of the City of Florissant Residential Rental Housing Program is to create a  
24 crime-free housing program and increase the quality of life of residents by partnering the  
25 City with owners, landlords and managing agents to decrease the incidents of public  
26 safety/nuisance/code violations and criminal activity in rental properties.  
27 B. This program will collect current and accurate information identifying existing rental  
28 properties, owners, landlords, and managing agents in the City of Florissant. This  
29 information shall be used by the Police Department and the Department of Public Works  
30 to perform their respective duties.  
31 C. It is not the intent of this Article and it shall not be construed or enforced in any manner  
32 which would affect the tenancy of a tenant whose only involvement in an incident has  
33 been as the victim of a crime.  
34

35 **Section 605.454 Definitions.**  
36

37 For the purpose of this Article, the following terms, phrases and words shall have the  
38 meanings given herein and shall apply in the interpretation and enforcement of this Chapter  
39 unless otherwise specifically stated:  
40

41 **DWELLING**

Any building or portion thereof which is designed or used for dwelling purposes.

42 **DWELLING UNIT**

43 A building or portion thereof which is designed or used for residential dwelling by a  
44 single-family unit; (i.e., a single family house is one (1) dwelling unit, a duplex  
45 constitutes two (2) dwelling units, a four-family constitutes four (4) dwelling units, a  
46 multi-dwelling constitutes multiple dwelling units).

1 DWELLING, DUPLEX

2 A detached building designed for or occupied by two (2) families living independently of  
3 each other.

4 DWELLING, MULTIPLE

5 A building or portion thereof used or designed as a residence for three (3) or more  
6 families living independently of each other and doing their own cooking in said building,  
7 including apartments, apartment hotels and group houses.

8 DWELLING, ONE-FAMILY

9 A detached building designed for or occupied exclusively by one (1) family.

10 OWNER

11 The owner of record of residential rental property, whether an individual(s), trust,  
12 partnership or corporation, or owner's representative.

13 PUBLIC NUISANCE

14 Shall, include, but not be limited to, lewd and lascivious behavior, loud music and/or  
15 noises (Section 210.595), failure to maintain property (Section 213.030, Ch. 510), graffiti  
16 (Section 210.351), garbage/rubbish/litter (Sections 220.010, 213.020), tall weeds and  
17 grass (Section 213.030), property having physical conditions that threaten a person's  
18 health/safety/welfare (Section 510.020), having a dangerous building and/or conditions  
19 that threaten the physical health of a person (Sections 213.010 and 515.070), rodent and  
20 insect infestation (Section 213.030), having derelict vehicles and/or equipment (Section  
21 213.030), having flammable and/or hazardous materials which may endanger public  
22 safety (Section 213.030), unlicensed or inoperable vehicle(s) not contained within an  
23 enclosed area (Section 395.020 and 395.030), and obstructing surface storm water  
24 drainage (Section 535.040).

25 RESIDENTIAL RENTAL PROPERTY

26 Dwellings, duplex dwellings, multiple dwellings and one-family dwellings occupied by  
27 or offered for rent, lease or occupancy to any person(s), who otherwise qualify for an  
28 occupancy permit, who are not the owners of record of said property.  
29

30 **Section 605.455 Residential Rental License/Exemption.**

- 31
- 32 A. *License Required.* A license is required for each residential rental property located within  
33 the City, and no person shall permit occupancy of or offer for rent/lease, without a  
34 residential rental license issued pursuant to this Article, any residential rental property  
35 within the City of Florissant to any person(s), as principal occupant(s), who are not the  
36 record owner(s) of the property or approved as exempt occupants under provisions of this  
37 Article.
- 38 B. *Exemption.* No residential rental license shall be required for non-owner occupancy of  
39 residential property where the principal occupant(s) of the residential property are  
40 beneficial owner(s) of the property or are related to the owner of the residential property  
41 within the second degree of consanguinity. An exemption to the requirement for a  
42 residential rental license for a particular parcel of residential rental property shall be  
43 established by filing with the Director of Public Works, on forms prescribed thereby, a  
44 declaration setting forth the name, street address, telephone number and a copy of  
45 identification of the owner of record of such residential rental property, signed thereby  
46 and the name of the principal occupant of the property and the basis for an exemption.  
47 Such exemption shall remain valid and need not be renewed unless the circumstances of

1 exemption change or cease, but the Director of Public Works may periodically request  
2 verification of continuing qualifications for exemption status.  
3

4 **Section 605.456 License Application/Amendment.**  
5

- 6 A. Application for a license required by Section 605.455 shall be filed annually in the office  
7 of Public Works by the earlier of:  
8 1. January 31 of each calendar year for all residential rental property owned on  
9 January 1 of that year, or  
10 2. For later acquired residential rental property, prior to permitting any occupancy of  
11 or any offering thereof for rent/lease by the owner to the Director of Public  
12 Works, shall set forth the name, street address, telephone number and a copy of  
13 identification of the owner of record of such residential property, signed thereby  
14 and shall list by street address each and every parcel of residential rental property  
15 owned by that owner that is located in the City of Florissant. If the owner of said  
16 residential rental property wishes to designate an agent to be responsible for said  
17 property and to accept notices and process, then the owner of record shall  
18 designate said agent in the application together with the agent's name, street  
19 address and telephone number and the extent of the agent's authority to rent,  
20 manage and make expenditures of said property. The owner, property manager or  
21 authorized representative must reside within fifty (50) miles of the City of  
22 Florissant. A post office box, e-mail address, mailing address, or long distance toll  
23 free (e.g., 800) numbers shall not be deemed sufficient to meet the provisions of  
24 this Article.  
25 B. In the event of any change of circumstances subsequent to the filing of an application that  
26 would result in a change in the information required by the application, the owner shall  
27 promptly file an amendment of such application on forms as specified by the Director of  
28 Public Works.  
29

30 **Section 605.457 Application Requirements and Crime Free Housing.**  
31

- 32 A. All applicants shall have and maintain a crime free housing certificate from the City of  
33 Florissant, as administered by the Florissant Police Department or from another City,  
34 meeting all the criteria of the nationally accepted Crime Free Housing Program. The  
35 Chief of Police may issue such rules and regulations as deemed necessary to administer  
36 the Crime Free Housing Program for the City of Florissant, which shall be given at no  
37 charge.  
38 B. All owners, landlords, or managing agents are encouraged to conduct a US  
39 Comprehensive Background Search on all prospective tenants and occupants age  
40 eighteen (18) and over prior to executing a lease or rental agreement. The search may go  
41 back seven (7) years including all known addresses, and should also check nationally  
42 recognized sex offender registration websites. The owner, landlord or managing agent  
43 may conduct this search, or may have a reputable agency conduct this search at own  
44 expense, and the owner, landlord and managing agent are encouraged to refer to HUD,  
45 Guidance on Application for Fair Housing Act Standards to the use of criminal records  
46 by providers of housing and real estate related transactions or similar materials.

- 1 C. The crime free rental agreement addendum shall be completed and signed by the  
2 owner/landlord/managing agent and the tenants/occupants of age eighteen (18) or older  
3 prior to the issuance of an occupancy permit.  
4

5 **Section 605.458 Fees and Renewals.**  
6

- 7 A. The annual fee for each calendar year or portion thereof for the license required by this  
8 Article shall be fifty dollars (\$50.00) per owner per each residential dwelling unit in the  
9 City of Florissant due and payable at the time of application. License renewals are due by  
10 the end of January of each year. A delinquency fee, calculated at the rate of two dollars  
11 (\$2.00) for each month after January 31 or portion thereof, shall be assessed for late  
12 payment of an application fee but may be waived by the Director of Public Works for  
13 good cause shown.  
14 B. The annual rental license fee shall be waived for persons related to the owner of the  
15 property within the second degree of consanguinity.  
16

17 **Section 605.459 Occupancy Prohibited.**  
18

19 Unless and until the annual application is filed by the owner, together with all necessary  
20 accompanying documents, and all fees due hereunder are paid in full and all outstanding fines  
21 imposed by the Florissant Municipal Court for any housing or Building Code violations by such  
22 owner are paid in full, no residential rental license shall be issued to such owner nor shall any  
23 new occupancy permit be issued for the occupancy of any parcel of residential rental property of  
24 such owner. Failure to obtain and maintain a valid residential rental license shall constitute  
25 grounds for the revocation or cancellation of the outstanding occupancy permit issued for the  
26 parcel of residential rental property of such owner associated with said rental license. No new  
27 occupancy permit shall be required if the occupancy remains the same for any parcel of  
28 residential rental property purchased or obtained.  
29

30 **Section 605.460 Rules.**  
31

32 The Director of Public Works may issue such rules and regulations as deemed necessary to  
33 implement this Article and the policies contained herein.  
34

35 **Section 605.461 Suspension and Revocation.**  
36

- 37 A. The residential rental license applicable to the residential rental property may be  
38 suspended or revoked by the Director of Public Works or designee following notice to the  
39 owner under the following conditions:  
40 1. A license may be suspended if the residential rental property has been found to be  
41 frequently out of compliance with property maintenance codes and corrections are  
42 not being made to bring the property back into compliance within a reasonable  
43 period of time from the date of notice(s) of non-compliance.  
44 2. A license may be suspended if an owner is found to have made material false  
45 statements on their application or failed to report a change of occupancy on the  
46 property listed on the license in question.  
47 3. A license may be suspended or revoked if within a twelve (12) month period the  
48 owner has been notified of three (3) or more acts of conduct by the tenants or

- 1 other persons on the property which constitute a disturbance or public nuisance to  
2 neighbors or the neighborhood; destruction of property; or a danger to the public  
3 health, safety or welfare of the surrounding properties.
- 4 4. A license may be suspended or revoked if it has been determined that any member  
5 of the household, guest or another person under the resident's control has  
6 committed any of the following criminal activities, regardless of whether such  
7 person has been convicted of any such activity:
- 8 (a) a felony crime under Federal or State laws;
  - 9 (b) a Class A misdemeanor under Federal, State or local laws;
  - 10 (c) any criminal activity that threatens the health or safety of, or the right to  
11 peaceful enjoyment of the premises by other residents;
  - 12 (d) any criminal activity that threatens the health or safety of, or the right to  
13 peaceful enjoyment of their residents or persons residing in the immediate  
14 vicinity of the premises;
  - 15 (e) any violent criminal activity at or near the premises;
  - 16 (f) any drug-related criminal activity on or near the premises;
  - 17 (g) any abuse of drugs or alcohol that threatens health, safety or right to  
18 peaceful enjoyment of other residents on the premises or persons residing  
19 in the vicinity of the premises;
  - 20 (h) violation(s) of the offenses set forth in Chapter 210 of the Florissant  
21 Municipal Code; or
  - 22 (i) violation(s) of nuisance provisions set forth in Chapter 213 of the  
23 Florissant Municipal Code.
- 24 5. A license may be revoked if the owner has more than two (2) suspensions of their  
25 license in any twelve (12) month timeframe.
- 26 6. As a matter of public health and safety, a license may be suspended or revoked in  
27 the event that the landlord, property owner or tenant using water, gas, electric,  
28 sanitary sewer service or solid waste collection service fails to restore these utility  
29 services within fourteen (14) calendar days after receiving notice from the City  
30 that the utility bill has been delinquent for two (2) or more months and the utility  
31 service provider has stopped service.
- 32 B. Once a license has been suspended, the owner may apply for reinstatement provided that  
33 the residential rental property is in full compliance with all applicable codes, and the  
34 suspension has been reasonably resolved, and landlord pays one hundred (\$100.00) for  
35 the re-inspection of the residential rental property that was the subject of the suspension  
36 and for the reinstatement of the residential rental license.
- 37 C. Once a license has been revoked, the owner may apply for reinstatement provided that  
38 the residential rental property is in full compliance with applicable codes and the  
39 circumstances giving rise to the revocation have been reasonably resolved, a re-  
40 inspection of the residential rental property that was the subject of the revocation is  
41 completed and found to be in compliance, and the owner pays two hundred dollars  
42 (\$200.00) for the re-inspection of the residential rental property that was the subject to  
43 the revocation and for the reinstatement of the residential rental license.
- 44 D. Any appeal of a suspension or revocation must be made, in writing, to the Director of  
45 Public Works or their designee and received by the Director of Public Works or their  
46 designee within ten (10) working days of notification of suspension or revocation. The  
47 submission of an appeal will stay the suspension or revocation pending the holding of a  
48 hearing and the issuance of written findings. The Director of Public Works will hold a

1 hearing within a reasonable period of time following receipt of the appeal and will issue a  
2 written finding and conclusions within ten (10) days of such hearing.  
3

4 Section 2: This ordinance shall become in full force and effect immediately upon its  
5 passage and approval as provided by law.  
6

7 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.  
8  
9

10 \_\_\_\_\_  
11 Jackie Pagano  
12 President

13 Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.  
14  
15

16 \_\_\_\_\_  
17 Thomas P. Schneider  
18 Mayor

19 ATTEST:  
20  
21

22 \_\_\_\_\_  
23 Karen Goodwin, MMC/MRCC  
City Clerk



1 INTRODUCED BY COUNCILMAN PAGANO  
2 OCTOBER 9, 2017

3  
4 BILL NO. 9318

ORDINANCE NO.

5  
6 **AN ORDINANCE AMENDING ARTICLE XVII "RESIDENTIAL**  
7 **RENTAL REAL ESTATE"**  
8

9 **WHEREAS**, the City Council adopted licensing provisions relating to the rental of  
10 residential real estate; and  
11

12 **WHEREAS**, the City Council believes it to be in the best interests of the City to amend  
13 the provisions of Article XVII, Residential Rental Real Estate.  
14

15 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF**  
16 **FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:**  
17

18 Section 1: Article XVII: Residential Rental Real Estate is hereby deleted in its entirety  
19 and the following inserted in lieu thereof:  
20

21 **Section 605.453 Purpose.**  
22

- 23 A. The goal of the City of Florissant Residential Rental Housing Program is to create a  
24 crime-free housing program and increase the quality of life of residents by partnering the  
25 City with owners, landlords and managing agents to decrease the incidents of public  
26 safety/nuisance/code violations and criminal activity in rental properties.  
27 B. This program will collect current and accurate information identifying existing rental  
28 properties, owners, landlords, and managing agents in the City of Florissant. This  
29 information shall be used by the Police Department and the Department of Public Works  
30 to perform their respective duties.  
31 C. It is not the intent of this Article and it shall not be construed or enforced in any manner  
32 which would affect the tenancy of a tenant whose only involvement in an incident has  
33 been as the victim of a crime.  
34

35 **Section 605.454 Definitions.**  
36

37 For the purpose of this Article, the following terms, phrases and words shall have the  
38 meanings given herein and shall apply in the interpretation and enforcement of this Chapter  
39 unless otherwise specifically stated:  
40

41 **DWELLING**

Any building or portion thereof which is designed or used for dwelling purposes.

42 **DWELLING UNIT**

43 A building or portion thereof which is designed or used for residential dwelling by a  
44 single-family unit; (i.e., a single family house is one (1) dwelling unit, a duplex  
45 constitutes two (2) dwelling units, a four-family constitutes four (4) dwelling units, a  
46 multi-dwelling constitutes multiple dwelling units).

1 DWELLING, DUPLEX

2 A detached building designed for or occupied by two (2) families living independently of  
3 each other.

4 DWELLING, MULTIPLE

5 A building or portion thereof used or designed as a residence for three (3) or more  
6 families living independently of each other and doing their own cooking in said building,  
7 including apartments, apartment hotels and group houses.

8 DWELLING, ONE-FAMILY

9 A detached building designed for or occupied exclusively by one (1) family.

10 OWNER

11 The owner of record of residential rental property, whether an individual(s), trust,  
12 partnership or corporation.

13 PUBLIC NUISANCE

14 Shall, include, but not be limited to, lewd and lascivious behavior, loud music and/or  
15 noises (Section 210.595), failure to maintain property (Section 213.030, Ch. 510), graffiti  
16 (Section 210.351), garbage/rubbish/litter (Sections 220.010, 213.020), tall weeds and  
17 grass (Section 213.030), property having physical conditions that threaten a person's  
18 health/safety/welfare (Section 510.020), having a dangerous building and/or conditions  
19 that threaten the physical health of a person (Sections 213.010 and 515.070), rodent and  
20 insect infestation (Section 213.030), having derelict vehicles and/or equipment (Section  
21 213.030), having flammable and/or hazardous materials which may endanger public  
22 safety (Section 213.030), unlicensed or inoperable vehicle(s) not contained within an  
23 enclosed area (Section 395.020 and 395.030), and obstructing surface storm water  
24 drainage (Section 535.040).

25 RESIDENTIAL RENTAL PROPERTY

26 Dwellings, duplex dwellings, multiple dwellings and one-family dwellings occupied by  
27 or offered for rent, lease or occupancy to any person(s), who otherwise qualify for an  
28 occupancy permit, who are not the owners of record of said property.

30 **Section 605.455 Residential Rental License/Exemption.**

- 31
- 32 A. *License Required.* A license is required for each residential rental property located within  
33 the City, and no person shall permit occupancy of or offer for rent/lease, without a  
34 residential rental license issued pursuant to this Article, any residential rental property  
35 within the City of Florissant to any person(s), as principal occupant(s), who are not the  
36 record owner(s) of the property or approved as exempt occupants under provisions of this  
37 Article.
- 38 B. *Exemption.* No residential rental license shall be required for non-owner occupancy of  
39 residential property where the principal occupant(s) of the residential property are  
40 beneficial owner(s) of the property or are related to the owner of the residential property  
41 within the second degree of consanguinity. An exemption to the requirement for a  
42 residential rental license for a particular parcel of residential rental property shall be  
43 established by filing with the Director of Public Works, on forms prescribed thereby, a  
44 declaration setting forth the name, street address, telephone number and a copy of  
45 identification of the owner of record of such residential rental property, signed thereby  
46 and the name of the principal occupant of the property and the basis for an exemption.  
47 Such exemption shall remain valid and need not be renewed unless the circumstances of

1 exemption change or cease, but the Director of Public Works may periodically request  
2 verification of continuing qualifications for exemption status.  
3

4 **Section 605.456 License Application/Amendment.**  
5

- 6 A. Application for a license required by Section 605.455 shall be filed annually in the office  
7 of Public Works by the earlier of:  
8 1. January 31 of each calendar year for all residential rental property owned on  
9 January 1 of that year, or  
10 2. For later acquired residential rental property, prior to permitting any occupancy of  
11 or any offering thereof for rent/lease by the owner to the Director of Public  
12 Works, shall set forth the name, street address, telephone number and a copy of  
13 identification of the owner of record of such residential property, signed thereby  
14 and shall list by street address each and every parcel of residential rental property  
15 owned by that owner that is located in the City of Florissant. If the owner of said  
16 residential rental property wishes to designate an agent to be responsible for said  
17 property and to accept notices and process, then the owner of record shall  
18 designate said agent in the application together with the agent's name, street  
19 address and telephone number and the extent of the agent's authority to rent,  
20 manage and make expenditures of said property. The owner, property manager or  
21 authorized representative must reside within fifty (50) miles of the City of  
22 Florissant. A post office box, e-mail address, mailing address, or long distance toll  
23 free (e.g., 800) numbers shall not be deemed sufficient to meet the provisions of  
24 this Article.  
25 B. In the event of any change of circumstances subsequent to the filing of an application that  
26 would result in a change in the information required by the application, the owner shall  
27 promptly file an amendment of such application on forms as specified by the Director of  
28 Public Works.  
29

30 **Section 605.457 Application Requirements and Crime Free Housing.**  
31

- 32 A. All applicants shall have and maintain a crime free housing certificate from the City of  
33 Florissant, as administered by the Florissant Police Department or from another City,  
34 meeting all the criteria of the nationally accepted Crime Free Housing Program. The  
35 Chief of Police may issue such rules and regulations as deemed necessary to administer  
36 the Crime Free Housing Program for the City of Florissant, which shall be given at no  
37 charge.  
38 B. All owners, landlords, or managing agents are encouraged to conduct a US  
39 Comprehensive Background Search on all prospective tenants and occupants age  
40 eighteen (18) and over prior to executing a lease or rental agreement. The search may go  
41 back seven (7) years including all known addresses, and should also check nationally  
42 recognized sex offender registration websites. The owner, landlord or managing agent  
43 may conduct this search, or may have a reputable agency conduct this search at own  
44 expense, and the owner, landlord and managing agent are encouraged to refer to HUD,  
45 Guidance on Application for Fair Housing Act Standards to the use of criminal records  
46 by providers of housing and real estate related transactions or similar materials.

- 1 C. The crime free rental agreement addendum shall be completed and signed by the  
2 owner/landlord/managing agent and the tenants/occupants of age eighteen (18) or older  
3 prior to the issuance of an occupancy permit.  
4

5 **Section 605.458 Fees and Renewals.**  
6

- 7 A. The annual fee for each calendar year or portion thereof for the license required by this  
8 Article shall be fifty dollars (\$50.00) per owner per each residential dwelling unit in the  
9 City of Florissant due and payable at the time of application. License renewals are due by  
10 the end of January of each year. A delinquency fee, calculated at the rate of two dollars  
11 (\$2.00) for each month after January 31 or portion thereof, shall be assessed for late  
12 payment of an application fee but may be waived by the Director of Public Works for  
13 good cause shown.  
14 B. The annual rental license fee shall be waived for persons related to the owner of the  
15 property within the second degree of consanguinity.  
16

17 **Section 605.459 Occupancy Prohibited.**  
18

19 Unless and until the annual application is filed by the owner, together with all necessary  
20 accompanying documents, and all fees due hereunder are paid in full and all outstanding fines  
21 imposed by the Florissant Municipal Court for any housing or Building Code violations by such  
22 owner are paid in full, no residential rental license shall be issued to such owner nor shall any  
23 new occupancy permit be issued for the occupancy of any parcel of residential rental property of  
24 such owner. Failure to obtain and maintain a valid residential rental license shall constitute  
25 grounds for the revocation or cancellation of all outstanding occupancy permits issued for any  
26 parcels of residential rental property of such owner associated with said rental license. No new  
27 occupancy permit shall be required if the occupancy remains the same for any parcel of  
28 residential rental property purchased or obtained.  
29

30 **Section 605.460 Rules.**  
31

32 The Director of Public Works may issue such rules and regulations as deemed necessary to  
33 implement this Article and the policies contained herein.  
34

35 **Section 605.461 Suspension and Revocation.**  
36

- 37 A. The residential rental license applicable to the residential rental property may be  
38 suspended or revoked by the Director of Public Works or designee under the following  
39 conditions:  
40 1. A license may be suspended if the residential rental property is found to be  
41 frequently out of compliance with property maintenance codes and corrections are  
42 not being made to bring the property back into compliance within a reasonable  
43 period of time from the date of notice(s) of non-compliance.  
44 2. A license may be suspended if an owner is found to have made material false  
45 statements on their application or failed to report a change of occupancy on the  
46 property listed on the license in question.  
47 3. A license may be suspended or revoked if within a twelve (12) month period the  
48 owner has been notified of three (3) or more acts of conduct by the tenants or

- 1 other persons on the property which constitute a disturbance or public nuisance to  
2 neighbors or the neighborhood; destruction of property; or a danger to the public  
3 health, safety or welfare of the surrounding properties.
- 4 4. A license may be suspended or revoked if any member of the household, guest or  
5 another person under the resident's control commits any of the following criminal  
6 activities, if it is determined that the household member, guest or another person  
7 under the resident's control has committed such activities, regardless of whether  
8 such person has been convicted of any such activity:
- 9 (a) a felony crime under Federal or State laws;  
10 (b) a Class A misdemeanor under Federal, State or local laws;  
11 (c) any criminal activity that threatens the health or safety of, or the right to  
12 peaceful enjoyment of the premises by other residents;  
13 (d) any criminal activity that threatens the health or safety of, or the right to  
14 peaceful enjoyment of their residents or persons residing in the immediate  
15 vicinity of the premises;  
16 (e) any violent criminal activity at or near the premises;  
17 (f) any drug-related criminal activity on or near the premises;  
18 (g) any abuse of drugs or alcohol that threatens health, safety or right to  
19 peaceful enjoyment of other residents on the premises or persons residing  
20 in the vicinity of the premises;  
21 (h) violation(s) of the offenses set forth in Chapter 210 of the Florissant  
22 Municipal Code; or  
23 (i) violation(s) of nuisance provisions set forth in Chapter 213 of the  
24 Florissant Municipal Code.
- 25 5. A license may be revoked if the owner has more than two (2) suspensions of their  
26 license in any twelve (12) month timeframe.
- 27 6. As a matter of public health and safety, a license may be suspended or revoked in  
28 the event that the landlord, property owner or tenant using water, gas, electric,  
29 sanitary sewer service or solid waste collection service fails to restore these utility  
30 services within fourteen (14) calendar days after receiving notice from the City  
31 that the utility bill is delinquent for two (2) or more months and the utility service  
32 provider is stopping service.
- 33 B. Once a license has been suspended, the owner may apply for reinstatement provided that  
34 the residential rental property is in full compliance with all applicable codes, and the  
35 suspension has been reasonably resolved, and landlord pays one hundred (\$100.00) for  
36 the re-inspection of the residential rental property that was the subject of the suspension  
37 and for the reinstatement of the residential rental license.
- 38 C. Once a license has been revoked, the owner may apply for reinstatement provided that  
39 the residential rental property is in full compliance with applicable codes and the  
40 circumstances giving rise to the revocation have been reasonably resolved, a re-  
41 inspection of the residential rental property that was the subject of the revocation is  
42 completed and found to be in compliance, and the owner pays two hundred dollars  
43 (\$200.00) for the re-inspection of the residential rental property that was the subject to  
44 the revocation and for the reinstatement of the residential rental license.
- 45 D. Any appeal of a suspension or revocation must be made, in writing, to the Director of  
46 Public Works or their designee and received by the Director of Public Works or their  
47 designee within ten (10) working days of notification of suspension or revocation. The  
48 submission of an appeal will stay the suspension or revocation pending the holding of a

1 hearing and the issuance of written findings. The Director of Public Works will hold a  
2 hearing within a reasonable period of time following receipt of the appeal and will issue a  
3 written finding and conclusions within ten (10) days of such hearing.  
4

5 Section 2: This ordinance shall become in full force and effect immediately upon its  
6 passage and approval as provided by law.  
7

8 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.  
9

10 \_\_\_\_\_  
11 Jackie Pagano  
12 President  
13

14 Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.  
15

16 \_\_\_\_\_  
17 Thomas P. Schneider  
18 Mayor  
19

20 ATTEST:  
21

22 \_\_\_\_\_  
23 Karen Goodwin, MMC/MRCC  
24 City Clerk

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 OCTOBER 23, 2017

4 SUBSTITUTE BILL NO. 9319

ORDINANCE NO.

6 **AN ORDINANCE PROVIDING FOR THE REPEAL OF CHAPTERS 500,**  
7 **505 AND 510 OF THE CODE OF ORDINANCES OF THE CITY OF**  
8 **FLORISSANT, MISSOURI, AS AMENDED, RELATING TO THE**  
9 **BUILDING CODE AND ENACTING IN LIEU THEREOF A NEW**  
10 **CHAPTER 500, A NEW CHAPTER 505, AND A NEW CHAPTER 510 ON**  
11 **THE SAME SUBJECT WITH CERTAIN MODIFICATIONS AS**  
12 **HEREINAFTER SET FORTH.**

13 WHEREAS, certain documents, three (3) copies of which have been placed on file in the  
14 office of the City Clerk ninety (90) days prior to this adoption, and said copies being marked and  
15 designated as the Building Construction Code, and Existing Structures Code, of the City of  
16 Florissant are hereby adopted for the control, maintenance, and construction of structures as  
17 herein provided; and each and all of the regulations, provisions, penalties, conditions, and terms  
18 of the Building Construction Code, and Existing Structure Code, of the City of Florissant are  
19 hereby referred to, adopted and made a part hereof, as if fully set out in these Chapters, with the  
20 additions, insertions, deletions and changes prescribed in this Chapter.

21 **NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY**  
22 **OF FLORISSANT, MISSOURI,**

23 Section 1: Chapters 500, 505 and 510 of the Code of Ordinances of the City of Florissant,  
24 Missouri (the "City") are hereby repealed and a new Chapter 500 Building Regulations, 505  
25 Building Construction Code, and a new Chapter 510 Existing Structures Code, of the Municipal  
26 Code of the City are hereby enacted in lieu thereof, all to read as follows:

## 27 **CHAPTER 500 – BUILDING REGULATIONS**

### 28 **ARTICLE I. Section 500.010. Building Permit and Other Fees.**

29 A. Fees. The permittee of any permit for the erection, alteration, enlargement, repair or  
30 removal of any structures or buildings shall pay the City a fee for such permit as set  
31 forth in paragraphs (1) and (2) below except as determined by Section **500.020** of  
32 this Article.

- 33 1. *Commercial, industrial and multi-family residential construction permit fees.*  
34 The fee for a building permit and inspection of commercial, industrial and  
35 multi-family construction shall be determined by applying the table of fee  
36 rates as set forth below to the total cost of construction as determined by  
37 Section **500.020** of this Article. Permit processing, plan review and charges  
38 for inspections are included in the fee rate. However, the minimum permit  
39 fee shall be the first tier entry of ninety-six dollars (**\$96.00**) where no plan  
40 review is required. A building permit and inspection fee for commercial,

41 industrial, or multiple-family residential construction, with a total  
42 estimated cost of construction in excess of fifty million dollars  
43 (\$50,000,000.00) shall be computed at the rate of three dollars and sixty  
44 cents (\$3.60) per thousand dollars of the total estimated cost of  
45 construction.

<b>Construction Cost</b>	<b>Permit Cost</b>
\$1,000	\$96
\$2,000	\$124
\$3,000	\$143
\$4,000	\$163
\$5,000	\$197
\$6,000	\$223
\$7,000	\$233
\$8,000	\$256
\$9,000	\$267
\$10,000	\$270
\$11,000	\$270
\$12,000	\$270
\$13,000	\$270
\$14,000	\$270
\$15,000	\$270
\$16,000	\$271
\$17,000	\$271
\$18,000	\$280
\$19,000	\$294
\$20,000	\$294
\$21,000	\$294
\$22,000	\$294
\$23,000	\$294
\$24,000	\$305
\$25,000	\$305
\$26,000	\$317
\$27,000	\$317
\$28,000	\$329
\$29,000	\$329
\$30,000	\$329
\$31,000	\$340
\$32,000	\$340
\$33,000	\$340
\$34,000	\$352
\$35,000	\$352



<b>Construction Cost</b>	<b>Permit Cost</b>
\$36,000	\$363
\$37,000	\$364
\$38,000	\$376
\$39,000	\$378
\$40,000	\$389
\$42,000	\$400
\$44,000	\$412
\$46,000	\$422
\$48,000	\$437
\$50,000	\$447
\$52,000	\$460
\$54,000	\$482
\$56,000	\$483
\$58,000	\$494
\$60,000	\$508
\$62,000	\$519
\$64,000	\$531
\$66,000	\$542
\$68,000	\$555
\$70,000	\$567
\$72,000	\$579
\$74,000	\$590
\$76,000	\$603
\$78,000	\$614
\$80,000	\$626
\$82,000	\$638
\$84,000	\$650
\$86,000	\$662
\$88,000	\$674
\$90,000	\$697
\$92,000	\$709
\$94,000	\$722
\$96,000	\$733
\$98,000	\$746
\$100,000	\$756
\$105,000	\$781
\$110,000	\$816
\$115,000	\$839
\$120,000	\$876
\$125,000	\$899

<b>Construction Cost</b>	<b>Permit Cost</b>
\$130,000	\$937
\$135,000	\$960
\$140,000	\$995
\$145,000	\$1,019
\$150,000	\$1,054
\$155,000	\$1,078
\$160,000	\$1,103
\$165,000	\$1,158
\$170,000	\$1,161
\$175,000	\$1,198
\$180,000	\$1,222
\$185,000	\$1,245
\$190,000	\$1,281
\$195,000	\$1,304
\$200,000	\$1,328
\$210,000	\$1,388
\$220,000	\$1,447
\$230,000	\$1,502
\$240,000	\$1,555
\$250,000	\$1,614
\$260,000	\$1,661
\$270,000	\$1,722
\$280,000	\$1,769
\$290,000	\$1,829
\$300,000	\$1,874
\$310,000	\$1,897
\$320,000	\$1,985
\$330,000	\$2,029
\$340,000	\$2,088
\$350,000	\$2,137
\$360,000	\$2,196
\$370,000	\$2,245
\$380,000	\$2,291
\$390,000	\$2,351
\$400,000	\$2,399
\$420,000	\$2,495
\$440,000	\$2,602
\$460,000	\$2,697
\$480,000	\$2,804
\$500,000	\$2,899

<b>Construction Cost</b>	<b>Permit Cost</b>
\$520,000	\$2,995
\$540,000	\$3,103
\$560,000	\$3,196
\$580,000	\$3,293
\$600,000	\$3,386
\$620,000	\$3,482
\$640,000	\$3,578
\$660,000	\$3,673
\$680,000	\$3,768
\$700,000	\$3,864
\$720,000	\$3,959
\$740,000	\$4,054
\$760,000	\$4,149
\$780,000	\$4,244
\$800,000	\$4,341
\$820,000	\$4,435
\$840,000	\$4,517
\$860,000	\$4,613
\$880,000	\$4,707
\$900,000	\$4,803
\$920,000	\$4,887
\$940,000	\$4,981
\$960,000	\$5,076
\$980,000	\$5,161
\$1,000,000	\$5,255
\$1,100,000	\$5,683
\$1,200,000	\$6,120
\$1,300,000	\$6,559
\$1,400,000	\$6,986
\$1,500,000	\$7,412
\$1,600,000	\$7,838
\$1,700,000	\$8,254
\$1,800,000	\$8,669
\$1,900,000	\$9,084
\$2,000,000	\$9,497
\$2,100,000	\$9,899
\$2,200,000	\$10,303
\$2,300,000	\$10,707
\$2,400,000	\$11,109
\$2,500,000	\$11,512

<b>Construction Cost</b>	<b>Permit Cost</b>
\$2,600,000	\$11,904
\$2,700,000	\$12,292
\$2,800,000	\$12,683
\$2,900,000	\$13,076
\$3,000,000	\$13,467
\$3,100,000	\$13,859
\$3,200,000	\$14,237
\$3,300,000	\$14,617
\$3,400,000	\$15,009
\$3,500,000	\$15,387
\$3,600,000	\$15,758
\$3,700,000	\$16,132
\$3,800,000	\$16,512
\$3,900,000	\$16,881
\$4,000,000	\$17,259
\$4,200,000	\$17,993
\$4,400,000	\$18,738
\$4,600,000	\$19,463
\$4,800,000	\$20,198
\$5,000,000	\$20,919
\$5,200,000	\$21,644
\$5,400,000	\$22,353
\$5,600,000	\$23,065
\$5,800,000	\$23,775
\$6,000,000	\$24,473
\$6,200,000	\$25,184
\$6,400,000	\$25,885
\$6,600,000	\$26,559
\$6,800,000	\$27,270
\$7,000,000	\$27,957
\$7,200,000	\$28,644
\$7,400,000	\$29,331
\$7,600,000	\$30,012
\$7,800,000	\$30,694
\$8,000,000	\$31,370
\$8,200,000	\$32,046
\$8,400,000	\$32,720
\$8,600,000	\$33,396
\$8,800,000	\$34,060
\$9,000,000	\$34,722

<b>Construction Cost</b>	<b>Permit Cost</b>
\$9,200,000	\$35,387
\$9,400,000	\$36,051
\$9,600,000	\$36,713
\$9,800,000	\$37,377
\$10,000,000	\$38,029
\$10,500,000	\$39,663
\$11,000,000	\$41,287
\$11,500,000	\$42,898
\$12,000,000	\$44,510
\$12,500,000	\$46,097
\$13,000,000	\$47,686
\$13,500,000	\$49,260
\$14,000,000	\$50,836
\$14,500,000	\$52,400
\$15,000,000	\$53,952
\$15,500,000	\$55,794
\$16,000,000	\$57,593
\$16,500,000	\$59,390
\$17,000,000	\$61,190
\$17,500,000	\$62,987
\$18,000,000	\$64,786
\$18,500,000	\$66,585
\$19,000,000	\$68,383
\$19,500,000	\$70,181
\$20,000,000	\$71,859
\$20,500,000	\$73,656
\$21,000,000	\$75,450
\$21,500,000	\$77,249
\$22,000,000	\$79,040
\$22,500,000	\$80,838
\$23,000,000	\$82,631
\$23,500,000	\$84,429
\$24,000,000	\$86,222
\$24,500,000	\$88,020
\$25,000,000	\$89,802
\$25,500,000	\$91,611
\$26,000,000	\$93,404
\$26,500,000	\$95,202
\$27,000,000	\$96,994
\$27,500,000	\$98,792

<b>Construction Cost</b>	<b>Permit Cost</b>
\$28,000,000	\$100,585
\$28,500,000	\$102,383
\$29,000,000	\$104,176
\$29,500,000	\$105,974
\$30,000,000	\$107,584
\$30,500,000	\$109,376
\$31,000,000	\$111,170
\$31,500,000	\$112,962
\$32,000,000	\$114,755
\$32,500,000	\$116,547
\$33,000,000	\$118,338
\$33,500,000	\$120,131
\$34,000,000	\$121,923
\$34,500,000	\$123,715
\$35,000,000	\$125,508
\$35,500,000	\$127,301
\$36,000,000	\$129,093
\$36,500,000	\$130,886
\$37,000,000	\$132,678
\$37,500,000	\$134,469
\$38,000,000	\$136,262
\$38,500,000	\$138,054
\$39,000,000	\$139,846
\$39,500,000	\$141,640
\$40,000,000	\$143,189
\$40,500,000	\$144,981
\$41,000,000	\$146,767
\$41,500,000	\$148,559
\$42,000,000	\$150,345
\$42,500,000	\$152,138
\$43,000,000	\$153,925
\$43,500,000	\$155,717
\$44,000,000	\$157,503
\$44,500,000	\$159,296
\$45,000,000	\$161,082
\$45,500,000	\$162,875
\$46,000,000	\$164,660
\$46,500,000	\$166,453
\$47,000,000	\$168,239
\$47,500,000	\$170,032

<b>Construction Cost</b>	<b>Permit Cost</b>
\$48,000,000	\$171,819
\$48,500,000	\$173,610
\$49,000,000	\$175,397
\$49,500,000	\$177,190
\$50,000,000	\$178,671

2. *Residential construction permit fees.* The fee for a building permit and inspections of residential construction or new structures, alterations and additions on one- or two-family residential structures and all other miscellaneous residential construction shall be determined by applying the table of fee rates set forth below to the total estimated cost of construction as determined in Section **500.020** of this Article. Permit processing, plan review and inspection charges are included in the fee rate. However, the minimum permit fee shall be ninety-six dollars (**\$96.00**) where no plan review is required. A building permit and inspection fee for residential construction, with a total estimated cost of construction in excess of six hundred and eighty thousand dollars (\$680,000) shall be computed at the rate of three dollars and sixty cents (\$3.60) per thousand dollars of the total estimated cost of construction.

3. A fifty dollar (**\$50.00**) fee shall apply for each additional or extra inspection, as defined herein, including inspections for compliance with approved development or site plans. An "*additional inspection*" is defined as an inspection which is required as a result of unusual or complicated construction. An "*extra inspection*" is defined as an inspection which is made as a result of non-compliance, not ready, lock out or similar circumstances.

<b>Construction Cost</b>	<b>Permit Fee</b>
\$1,000	\$96
\$2,000	\$105
\$3,000	\$116
\$4,000	\$129
\$5,000	\$147
\$6,000	\$160
\$7,000	\$166
\$8,000	\$183
\$9,000	\$188
\$10,000	\$191
\$11,000	\$191
\$12,000	\$191
\$13,000	\$191
\$14,000	\$191

<b>Construction Cost</b>	<b>Permit Fee</b>
\$15,000	\$191
\$16,000	\$192
\$17,000	\$197
\$18,000	\$197
\$19,000	\$205
\$20,000	\$205
\$21,000	\$205
\$22,000	\$205
\$23,000	\$205
\$24,000	\$213
\$25,000	\$213
\$26,000	\$223
\$27,000	\$223
\$28,000	\$227
\$29,000	\$227
\$30,000	\$227
\$31,000	\$236
\$32,000	\$236
\$33,000	\$236
\$34,000	\$245
\$35,000	\$245
\$36,000	\$252
\$37,000	\$253
\$38,000	\$258
\$39,000	\$260
\$40,000	\$268
\$42,000	\$276
\$44,000	\$284
\$46,000	\$290
\$48,000	\$299
\$50,000	\$306
\$52,000	\$313
\$54,000	\$329
\$56,000	\$329
\$58,000	\$338
\$60,000	\$344
\$62,000	\$352
\$64,000	\$359
\$66,000	\$369
\$68,000	\$376



<b>Construction Cost</b>	<b>Permit Fee</b>
\$70,000	\$383
\$72,000	\$391
\$74,000	\$400
\$76,000	\$407
\$78,000	\$414
\$80,000	\$421
\$82,000	\$431
\$84,000	\$438
\$86,000	\$444
\$88,000	\$453
\$90,000	\$469
\$92,000	\$477
\$94,000	\$483
\$96,000	\$492
\$98,000	\$500
\$100,000	\$508
\$105,000	\$522
\$110,000	\$546
\$115,000	\$561
\$120,000	\$585
\$125,000	\$599
\$130,000	\$624
\$135,000	\$638
\$140,000	\$662
\$145,000	\$677
\$150,000	\$699
\$155,000	\$716
\$160,000	\$731
\$165,000	\$755
\$170,000	\$772
\$175,000	\$794
\$180,000	\$810
\$185,000	\$824
\$190,000	\$845
\$195,000	\$863
\$200,000	\$879
\$210,000	\$918
\$220,000	\$957
\$230,000	\$992
\$240,000	\$1,026

<b>Construction Cost</b>	<b>Permit Fee</b>
\$250,000	\$1,065
\$260,000	\$1,095
\$270,000	\$1,133
\$280,000	\$1,166
\$290,000	\$1,203
\$300,000	\$1,235
\$310,000	\$1,274
\$320,000	\$1,304
\$330,000	\$1,335
\$340,000	\$1,372
\$350,000	\$1,405
\$360,000	\$1,442
\$370,000	\$1,473
\$380,000	\$1,503
\$390,000	\$1,545
\$400,000	\$1,575
\$420,000	\$1,637
\$440,000	\$1,705
\$460,000	\$1,781
\$480,000	\$1,838
\$500,000	\$1,899
\$520,000	\$1,961
\$540,000	\$2,030
\$560,000	\$2,094
\$580,000	\$2,155
\$600,000	\$2,216
\$620,000	\$2,279
\$640,000	\$2,340
\$660,000	\$2,401
\$680,000	\$2,465

4. *Electrical permit fees.* Electrical permit fees shall follow the rates set forth in Section 500.010(A) except as set forth in **Section 500.020**.
5. *Mechanical permit fees.* Mechanical permit fees shall follow the rates set forth in Section 500.010(A) except as set forth in **Section 500.020**.
6. *Plumbing and sewer permit fees.* Plumbing permit fees shall follow the rates set forth in Section 500.010(A) except as set forth in **Section 500.020**.
7. Miscellaneous fees.

- 73 a. *Permit Amendments* - **\$40.00**
- 74 b. *Refund Service Charge* - **\$40.00**
- 75 c. *Permit Extension* - **\$40.00**
- 76 d. *Plan Revision* - **\$40.00**
- 77 e. *Permit Processing* - **\$40.00**
- 78 f. *Additional Inspection* - **\$50.00**
- 79 1. An "*additional inspection*" is defined as an inspection which
- 80 is required as a result of unusual or complicated construction.
- 81 g. *Extra Inspection* - **\$50.00**
- 82 1. An "*extra inspection*" is defined as an inspection which is
- 83 made as a result of non-compliance, not ready, lock out or
- 84 similar circumstances.
- 85 h. *Stop Work Order Fee* - **\$50.00**
- 86 i. *Electrical inspection to verify safety (required by utility)* - **\$50.00**
- 87 j. *Land Disturbance Permit Fees.*
- 88 1. Major - **\$500.00**
- 89 2. Ordinary - **\$250.00**
- 90 3. Additional Inspections - **\$50.00**
- 91 8. *Planning and Zoning Plan Review Fees.*
- 92 a. Residential - **\$50.00**
- 93 b. Commercial or Multi-Family Residential - **\$100.00**
- 94 c. The filing fee for the review by the Planning and Zoning
- 95 Commission of all plans submitted to ensure that all buildings
- 96 comply with the minimum standards shall be fifty dollars (**\$50.00**)
- 97 for residential buildings and one hundred (**\$100.00**) for multi-family
- 98 and non-residential projects.
- 99 9. *Other Permits and Their Fees*
- 100 a. *Processing of annual backflow preventer inspection report.* - **\$40.00**

101                   b. *Portable On Demand Storage Container Permit (P.O.D.) - \$75.00*

102                   c. *Roll Off Dumpster Permit - \$75.00*

103    B. *General.*

104           1. The number and type of building inspections shall be as required by the Building  
105           Official.

106           2. It shall be the responsibility of the permit holder to maintain proper records of  
107           partial permit fee payment.

108           3. Applicants for additional permits involving previously installed rough-in  
109           installations shall produce records of payment regarding partial permit claims.

110           4. Failure to produce payment and permit records shall result in the full fee being  
111           charged for any installation performed under a previously issued partial permit.

112           5. Permits issued for partial installations shall be considered completed when the  
113           segment issued is inspected and approved.

114           6. Permits shall be issued on the merit of the plans, specifications and  
115           documentation submitted in support of the permit application.

116           7. The estimated amount to cover general inspection fees set forth in the above  
117           schedule shall be paid when a permit is issued. Extra or additional inspection  
118           fees shall be paid upon completion of the work prior to a final approval.

119    C. *Administration Costs.*

120           1. Administration costs shall also be charged to the owner, his/her developer  
121           and/or agent(s) for any major development. Administration's cost shall include,  
122           but shall not be limited to, the current hourly rate for the Director of Public  
123           Works, City Engineer, Building Commissioner, City Attorney, Building  
124           Inspectors, secretaries, clerk typists, draftsman, copy equipment operators or  
125           any other City employee(s) and shall also include the current duplicating  
126           charge(s) as set by ordinance. Major developments shall include subdivision  
127           projects, special permit projects and all non-residential rezoning projects.

128           2. Prior to reviewing building plans and issuing building permits for any major  
129           development, the Director of Public Works or his/her designee shall estimate  
130           the administration costs and shall require the owner, his/her developer and/or  
131           agent(s) to deposit with the City this estimated amount for their particular  
132           project. All administration costs associated with a particular project (including  
133           all preliminary and subsequent consultations prior to Planning and Zoning and  
134           City Council approvals) will be charged against the funds on deposit on a  
135           monthly basis. During the course of a particular project, if funds are not

adequate to cover administration costs, then the owner (his/her developer and/or agents) will be required to deposit an additional estimated amount with the City. If at the end of a particular project there are excess funds and all administration costs have been covered, then these excess funds will be returned to the owner, his/her developer and/or agents.

3. If the owner, his/her developer and/or agents(s) fails to deposit adequate funds required to cover actual (not estimated) administration costs, then an occupancy permit(s) will be withheld (where applicable) or revoked until the matter is resolved.

*D. Administrative Fees For Various Zoning Applications And Permits.*

1. The filing fee for a petition for change of zoning district, boundaries, district classification or special permit shall be one hundred twenty-five dollars (\$300.00);
2. The application fee for a residential designed development permit shall be one hundred dollars (\$300.00);
3. The application fee for a planned environmental unit permit shall be one hundred dollars (\$300.00);
4. The application fee for a commercial industrial design permit shall be one hundred dollars (\$300.00)
5. No application fee shall be charged for an application under the density development procedure other than the normal fees required for processing of the subdivision under the Subdivision Regulations (see Chapter 410 of this Code) and other ordinances.
6. The aforementioned fees to be charged for the various procedures are not refundable, except where petitions or applications are withdrawn before substantial processing has been undertaken, and then only by order of the City Council. In addition to all other fees set out herein, the petitioner for a change of zoning district, district boundaries, district classification, or special permit shall pay to the City any and all costs of publication necessary to comply with the provisions of the Florissant Zoning Ordinance. Such fees shall be paid prior to the time any permit is issued under the Zoning Ordinance.

**Section 500.020 Calculation of Estimated Value of Construction for Determining Permit Fee.**

[Code 1980 § 6-5; CC 1990 § 5-3; Ord. No. 5409, 10-26-1992; Ord. No. 7122 § 1, 1-25-2005]

- A. The Code Official is authorized to estimate the total cost of construction of a

structure, building or project, by multiplying the total floor area of the structure in square feet by an appropriate square foot cost rate as published by the International Code Council. Structures or projects for which it is impractical to estimate the total construction cost by said square foot cost method shall be estimated by applying current, commonly accepted unit cost figures to the various components in a commonly accepted manner. In lieu of determining the total cost of construction as outlined above, the Code Official may accept a bona fide contract or any affidavit of the owner of the building structure or project, in which the total cost of construction, including site improvements related to the permit, is verified by applicant and owner.

B. The method to be used for calculating the estimated value for the construction of any building for the purpose of a building permit fee calculation shall be by one (1) of the following methods in which the highest figure shall be used:

1. The construction cost may be taken as that cost which was submitted on the permit application.
2. The construction cost and permit fee may be calculated using the most recent building valuation data report as published by the International Code Council (ICC). This cost shall be determined by using one hundred percent (100%) of the square footage cost given in the table. The calculation shall be required in writing provided by applicant.

#### **Section 500.030 Maintenance of Unoccupied Freestanding Commercial or Industrial Buildings.**

[Code 1980 § 6-7; CC 1990 § 5-4]

A. Any freestanding commercial or industrial building which remains unoccupied for one hundred twenty (120) days shall be maintained in accordance with the following provisions:

1. All exterior openings shall be boarded up with not less than one-quarter (1/4) inch tempered masonite or three-eighths (3/8) inch plywood, cut to fit within the openings, fastened in place as securely as possible and suitably coated with an appropriate neutral color harmonizing with the exterior colors of the building as inconspicuously as possible. Such work shall be performed in a neat and workmanlike manner.
2. All signs and signposts, other than real estate signs, relating to such premises shall be removed.
3. Every window, glazed exterior door, exterior transom or exterior sidelight of an unoccupied building shall be provided with properly installed glass or other approved glazing material and in the event of breakage the owner shall immediately remove all broken glass and temporarily board up with suitable materials.

211 B. Any such building which had been used as a service station shall have all above  
212 ground pumps and pump islands removed and all underground tanks shall be filled  
213 with sand.

214 C. The owner of any building or structure subject hereto who shall fail to comply with  
215 these requirements, ten (10) days after written notice thereof from the Building  
216 Commissioner, shall be deemed guilty of a misdemeanor and upon conviction  
217 thereof shall be subject to the penalties provided for violation of City ordinances.

218 D. The provisions of this Section shall not apply to any building or structure designated  
219 as a landmark under the provisions of Sections 120.280 and Article XII of Chapter  
220 405 of this Code (Sections 405.425 et seq.).

221 **Section 500.040 Frame Construction in "R-6", "B-1", "B-2", "B-3", "B-4", "B-5",**  
222 **"M-1", "M-2" and "M-3" Zoning Districts.**

223 [Code 1980 § 6-8; CC 1990 § 5-5; Ord. No. 4926 § 1, 7-11-1988; Ord. No. 5318, 1-27-  
224 1992; Ord. No. 6224, 1-25-1999; Ord. No. 7437 § 1, 8-20-2007; Ord. No. 7671 § 1, 1-  
225 13-2010]

226 A. Any building as defined in the Building Code, as adopted by Chapter 505, which is  
227 located in an "R-6", "B-1", "B-2", "B-3", "B-4", "B-5", "M-1", "M-2" or "M-3"  
228 zoning district shall have exterior finished walls composed of one hundred percent  
229 (100%) masonry on all sides of structure, except as otherwise permitted by this  
230 Section. There shall be no exposed non-masonry surfaces in the first (1st) three (3)  
231 feet above grade except doors and windows.

232 B. Exceptions:

233 1. Accessory buildings if otherwise permitted by ordinance and approved by  
234 the planning and zoning commission;

235 2. Buildings specifically excepted from such requirement under provisions of a  
236 special permit or a "B-5" zoning ordinance granted by the Council in  
237 accordance with provisions of Chapter 405 of the Code;

238 3. Tilt-up construction is allowed on buildings of twenty thousand (20,000)  
239 square feet or greater provided that the front tilt-up face of the building shall  
240 be constructed with traditional masonry material unless otherwise  
241 determined by the City Council. "Traditional masonry" is defined as hand-  
242 laid in place traditional block back-up, brick, stone or any other masonry  
243 material as a face. Decorative and/or embossed tilt-up panels may be  
244 required on all other portions of the building. Tilt-up construction is the  
245 process of forming, pouring and curing Portland cement concrete panels on  
246 the job site and tilting/raising them up into place usually as the exterior wall  
247 of a building or structure. Tilt-up is different than pre-cast panels which are  
248 constructed off site.

- 249 4. Any buildings legally existing on or for which building permits have been  
250 legally issued prior to March 1, 1992, or any reconstruction thereof or any  
251 alterations and expansion thereof if approved by the Planning and Zoning  
252 Commission.

253 C. "Masonry", as used in this Section, shall be defined as exposed face brick or natural  
254 building stone which is used as a facing component which is applied over exterior  
255 wall back-up construction. Face brick shall be prismatic units in a variety of sizes,  
256 colors and shapes. Brick shall be manufactured from clay, shale or similar naturally  
257 occurring earthy substances and subjected to firing in a kiln. Brick shall be solid  
258 masonry units, having a minimum thickness of three and five-eighths (3 5/8) inches  
259 and meeting all the requirements of ASTM Designation C-216, Standard  
260 Specification for Facing Brick. Ceramic glazed facing brick are specifically  
261 excluded. Natural building stone shall include stone that is sawed, cut, split or  
262 otherwise finished or shaped having a minimum thickness of one (1) inch. Natural  
263 building stone shall include granite, limestone, marble, slate, soapstone, sandstone  
264 or other natural stones of similar characteristics and physical properties. Molded,  
265 cast or otherwise artificially aggregated units composed of fragments are  
266 specifically excluded. Materials specifically excluded from the definition of exposed  
267 masonry construction shall include, but shall not be limited to: all hollow masonry  
268 units (i.e., structural clay tile, facing tile, customized architectural concrete masonry  
269 units, hollow brick units, etc.), all concrete masonry units, glass blocks, plastic  
270 and/or composite blocks, metal panels, plastic panels, plaster exterior insulation-  
271 finish system, precast concrete panels or any composition and all cast-in-place  
272 concrete walls, tilt-up concrete panels.

273 D. Restrictions On Use Of Masonry.

- 274 1. Masonry shall not be painted, but clear sealers may be applied if approved  
275 by the Building Commissioner.
- 276 2. Any masonry that was lawfully painted may only be repainted for  
277 maintenance purposes and only with written permission from the Director of  
278 Public Works. In cases where there is a need to perform maintenance on a  
279 painted area, the Director of Public Works or their designee may review and  
280 approve any repainting for maintenance reasons, provided that there is no  
281 change in color or texture.
- 282 3. Repainting for reasons other than for maintenance of current painted surfaces  
283 upon the approval of the Director of Public Works and requests to change  
284 the color or texture of the existing brick or masonry surface may not be done  
285 without the review and recommendation from Planning and Zoning  
286 Commission and approval of City Council.
- 287 4. Nothing contained herein shall excuse or authorize the unlawful painting or  
288 repainting of brick or masonry surfaces.



- 289 5. Exemption for Landmark and Historic Homes: All buildings listed on the  
290 National Register of Historic Places, designated Florissant landmarks or  
291 structures eligible to be designated Florissant landmarks which were painted  
292 prior to the adoption of this Section would be excluded from its provisions.

293 **Section 500.050 Washroom and Lavatory Facilities in Business Establishments.**

294 [Code 1980 § 6-9; CC 1990 § 5-6]

- 295 A. "Business" Defined. For the purpose of this Section, the term "business" means and  
296 includes any person, firm, partnership or corporation engaged in the carrying out of  
297 any commercial activity.
- 298 B. Cleanliness—Supplies. All business establishments which are open to the general  
299 public and which provide washroom and lavatory facilities for customer usage shall  
300 keep such facilities in a clean, neat and orderly manner and shall keep same  
301 equipped at all times with an adequate supply of toilet tissue, soap, towels and  
302 containers for disposable items.
- 303 C. Lighting—Ventilation—Plumbing. All washroom and lavatory facilities provided  
304 by business establishments shall be adequately lighted and ventilated and shall meet  
305 all plumbing requirements of the Plumbing Code.
- 306 D. Penalties. Any person violating any of the provisions of this Section shall be subject  
307 to the penalties provided for violation of City ordinances. In addition thereto the  
308 Director of Public Works shall be empowered to close such business establishment  
309 upon twenty-four (24) hours written notice of violation of such provisions and any  
310 business establishment closed pursuant thereto shall remain closed until full  
311 compliance with the terms of such provisions shall be achieved.

312 **CHAPTER 505 - BUILDING CONSTRUCTION CODE**

313 The Building Construction Code of the City of Florissant shall consist of the following code  
314 sections and articles along with all appendixes, additions, insertions, deletions and changes to  
315 each International and National Code, along with the additional City of Florissant code sections  
316 as set out under its related Article or Section below.

317 **Section 505.010 Jurisdictional Titles.**

318 [Code 1980 §6-2(b); CC 1990 §5-27; Ord. No. 4877 §3, 2-8-1988; Ord. No. 5319, 1-27-  
319 1992; Ord. No. 5805, 1-8-1996; Ord. No. 6246, 4-12-1999; Ord. No. 6950, 12-8-2003; Ord. No.  
320 7678 §3, 2-10-2010]

321 Throughout the City of Florissant Building Construction Code, wherever the terms "Name of  
322 Jurisdiction" or "Local Jurisdiction" appear, it shall be deemed to mean "City of Florissant";  
323 likewise wherever the term "Department of Building Inspection", "department of building

safety”, “the applicable governing authority”, “department of property maintenance”, or “authority having jurisdiction” appears, it shall be deemed to mean "City of Florissant Building Department". The terms “code official”, “building official”, “fire code official” or “supervisor of electrical inspection” shall refer to the Building Commissioner of the City of Florissant.

#### **Section 505.020 Penalties.**

Any person, firm, corporation, Limited Liability Company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

**Section 505.030 International Codes Adopted.** The following codes described in Articles I through XII, are hereby adopted.

### **ARTICLE I. BUILDING CODE**

#### **Section 505.040 International Building Code Adopted**

The International Building Code, 2015 Edition, including appendixes C, E, F, and I as published by the International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Building Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 500.050 of this Chapter.

#### **Section 505.050 Additions, Insertions, Deletions and Amendments**

The following numbered Sections and Subsections of the International Building Code, 2015 Edition, including appendixes C, E, F, and I as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 101.1 Title (Amended):** These regulations shall be known as the Building Code of the City of Florissant, Missouri, hereinafter referred to as "this code".

**Section 103.1 Creation of enforcement agency (Amended):** *The Building Department a Division of the Department of Public Works shall be the department in charge of the enforcement of this code.*

**Section 105.2 Work exempt from permit (Amended).**

#### **Building:**

1. *(Deleted)*

2. *(Amended)* Fence repairs if total linear feet of repair is 25% or less than the total fence length added together.
3. *(Unchanged from code text)*
4. *(Amended)* Retaining walls that are not over two (2) feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge load.
5. *(Unchanged from code text)*
6. *(Amended)* Sidewalks and driveways not more than thirty (30) inches above grade and not over any basement or story above. However, any excavation in a public right-of-way requires an approval and/or permit from the City of Florissant.
7. *(Amended)* Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work, unless it interferes with another required system, component, safety condition or requirement.
8. *(Unchanged from code text)*
9. *(Unchanged from code text)*
10. *(Unchanged from code text)*
11. *(Amended)* Swings, playground equipment and other recreational structures or equipment accessory to detached one- and two-family dwellings.
12. *(Unchanged from code text)*
13. *(Unchanged from code text)*
14. *(Added)* Removal and installation of exterior coverings provided the work does not interfere with other required systems or components. All newly installed exterior coverings and roofing materials must match the existing in appearance and color, texture and profile so as not to promote visual blight and shall be constructed in a workmanlike manner.

**Section 105.2.1 Emergency Repairs** *(Amended)*. Where equipment or system replacements and/or repairs must be performed in an emergency situation, the permit application shall be submitted within forty-eight (48) working hours of said repair or replacement.

**Section 105.2.4 Fences** *(Added)*. The finished side of fences shall face all neighboring properties including streets and alleys so as to prohibit the view of fence posts and support rails from adjoining properties.

386 **Exception:** In cases where both sides of a fence are intended to be finished, i.e. shadowbox or  
387 basket weave construction, etc.

388 **Section 105.3.3 Integrated permits (Added).** The Code Official shall be permitted to issue  
389 integrated building, plumbing, electrical and/or mechanical permits on a single permit  
390 application. The integrated permit primary applicant shall be responsible for providing the  
391 Department of Public Works copies of the plumbing, electrical and/or mechanical permit form  
392 with the name, signature and license number of the appropriate subcontractor. Any change in the  
393 identity of the named subcontractor after issuance of the permit shall result in the assessment of a  
394 transfer or revision fee in the amount specified in this Code.

395 **Section 105.7 Placement of Permit (Amended).** The building permit authorization card and  
396 stamped approved plans shall be kept on the construction site until completion of the work. The  
397 authorization card shall be placed in a window visible from the street upon which the structure or  
398 structures face, or located on the exterior of the structure facing the street in a clear waterproof  
399 container.

400 **Section 113.1 General (Deleted and Replaced).** In order to hear and decide appeals of orders,  
401 decisions, or determinations made by the *building official* relative to the application and  
402 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
403 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

404 **Section 114.4 Violation penalties (Amended).** Any person, firm, corporation, Limited Liability  
405 Company or other business entity who shall violate any provision of this code shall be subject to  
406 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

407 **Section 114.5 Method of Service (Added).** Such notice shall be deemed to be properly served  
408 upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof  
409 is:

- 410 1. Delivered personally by leaving the notice with a responsible party of suitable age and  
411 discretion;
- 412 2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service,  
413 UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent  
414 known address or the mailing address according to the real estate property records of St.  
415 Louis County Missouri.
- 416 3. A copy thereof may be posted in a conspicuous place in or about the structure affected by  
417 such notice.

418 **Section 3107.2 Permits required (Added).** A sign shall not be erected, constructed or altered  
419 except as herein provided and not until any applicable fees are paid by the applicant and the sign  
420 permit has been issued by the *building official*.

421 **Section 3308.3 Storage containers (Added).** No dumpster or construction storage unit or  
422 portable on demand storage container (P.O.D.) may be placed without first receiving a permit  
423 from the City's Public Works Department per City Code Section 210.1280.

424 **ARTICLE II. RESIDENTIAL CODE**

425 **Section 505.060 International Residential Code Adopted.**

426 The International Residential Code, 2015 Edition, including appendixes A, B, C, D, G, H, and K  
427 as published by the International Code Council, Inc., one (1) copy of which was on file in the  
428 office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and  
429 available for public use, inspection and examination, and a copy of which is attached hereto and  
430 incorporated by this reference as if fully set forth herein, is hereby adopted as the Residential  
431 Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions,  
432 deletions and changes set out in Section 505.070 of this Chapter.

433 **Section 505.070 Additions, Insertions, Deletions and Amendments.**

434 The following numbered Sections and Subsections of the International Residential Code, 2015  
435 Edition, including appendixes A, B, C, D, G, H, and K as published by the International Code  
436 Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that  
437 such Sections and Subsections shall read as follows:

438 **Section 101.1 Title (Amended).** These provisions shall be known as the Residential Code for  
439 One- and Two-Family Dwellings of the City of Florissant and shall be cited as such and will be  
440 referred to herein as "this code".

441 **Section 105.2 Work exempt from permit (Amended).** Exemption from permit requirements of  
442 this code shall not be deemed to grand authorization for any work to be done in any manner in  
443 violation of the provisions of this code or any other laws or ordinances of this jurisdiction.  
444 Permits shall not be required for the following:

445 **Building:**

- 446 1. *(Deleted)*
- 447 2. *(Amended)* Fence repairs if total linear feet of repair is 25% or less than the total  
448 cumulative fence length on the parcel.
- 449 3. *(Amended)* - Retaining walls that are not over two (2) feet in height measured from the  
450 bottom of the footing to the top of the wall, unless supporting a surcharge load.
- 451 4. *(Unchanged from code text)*
- 452 5. *(Amended)* - Sidewalks and driveways not more than thirty (30) inches above grade and  
453 not over any basement or story above. However, any excavation in a public right-of-way  
454 requires an approval and/or permit from the City of Florissant.

- 455 6. *(Amended)* Painting, papering, tiling, carpeting, cabinets, countertops and similar finish  
456 work, unless it interferes with another required system, component, safety condition or  
457 requirement.
- 458 7. *(Amended)* Swings, playground equipment and other recreational structures or  
459 equipment accessory to detached one- and two-family dwellings.
- 460 8. *(Unchanged from code text)*
- 461 9. *(Unchanged from code text)*
- 462 10. *(Deleted)*
- 463 11. *(Added)* Removal and installation of exterior coverings provided the work does not  
464 interfere with other required systems or components. All newly installed exterior  
465 coverings and roofing materials must match the existing in appearance and color, texture  
466 and profile so as not to promote visual blight and shall be constructed in a workmanlike  
467 manner.
- 468 12. *(Added)* Re-roofing provided the scope of work does not include installation of more than  
469 25% of roof decking. All applicable code sections still apply and may be enforced if  
470 found to be installed contrary to this code. All newly installed exterior coverings and  
471 roofing materials must match the existing in appearance and color, texture and profile so  
472 as not to promote visual blight and shall be constructed in a workmanlike manner.

473 **Electrical:** *(Unchanged from code text)*

474 **Gas:** *(Unchanged from code text)*

475 **Mechanical:** *(Unchanged from code text)*

476 **Plumbing:** *(Unchanged from code text)*

477 **Section 105.2.1 Emergency Repairs** *(Amended)*: Where equipment or system replacements  
478 and/or repairs must be performed in an emergency situation, the permit application shall be  
479 submitted within forty-eight (48) working hours of said repair or replacement.

480 **Section 105.3.3 Integrated permits** *(Added)*. The Code Official shall be permitted to issue  
481 integrated building, plumbing, electrical and/or mechanical permits on a single permit  
482 application. The integrated permit primary applicant shall be responsible for providing the  
483 Department of Public Works copies of the plumbing, electrical and/or mechanical permit form  
484 with the name, signature and license number of the appropriate subcontractor. Any change in the  
485 identity of the named subcontractor after issuance of the permit shall result in the assessment of a  
486 transfer or revision fee in the amount specified in this Code.

**Section 105.7 Placement of Permit (Amended):** The building permit authorization card and stamped approved plans shall be kept on the construction site until completion of the work. The authorization card shall be placed in a window visible from the street upon which the structure or structures face, or located on the exterior of the structure facing the street in a clear waterproof container.

**Section 112.1 General (Deleted and replaced).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1. The *building official* shall be an *ex officio* member of the board when hearing building code appeals but shall not have a vote on any matter before the board.

**Section R113.4 Violation penalties (Amended).** Any person, firm, corporation, Limited Liability Company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

**Section 113.5 Method of Service (Added):** Such notice shall be deemed to be properly served upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof is:

1. Delivered personally by leaving the notice with a responsible party of suitable age and discretion;
2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service, UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent known address or the mailing address according to the real estate property records of St. Louis County Missouri.
3. A copy thereof may be posted in a conspicuous place in or about the structure affected by such notice.

**Table R301.2(1) (Amended to have the following values inserted):**

Ground Snow Load – **Twenty (20) Pounds Per Square Foot**

Wind Speeds – **One Hundred Fifteen (115) Miles Per Hour**

Topographic Effects - **NO**

Special Wind Region - **NO**

Wind-Borne Debris Zone – **NO**

Seismic Design Category – **C**

Weathering – **Severe**

520 Front In Line Depth – **Thirty (30) Inches**

521 Termite – **Moderate to Heavy**

522 Winter Design Temperature – **Five (5) Degrees Fahrenheit**

523 Ice Shield Underlayment Required – **YES, At Valleys and Eaves**

524 Flood Hazard – **See Chapter 415 of the Florissant Code of Ordinances**

525 Air Freezing Index – **1500**

526 Mean Annual Temperature – **53.3 Degrees Fahrenheit**

527 ***Section 312.1.5 Retaining wall protection (Added).*** Guards shall be provided where retaining  
528 walls with differences in grade level on either side of the wall in excess of 30 inches are located  
529 closer than 2 feet to a walk, path, parking lot or driveway on the high side of the retaining wall.

530 ***Section 313.2 One- and two-family dwellings automatic fire systems (Amended).*** Any builder of  
531 single-family dwellings or residences or multifamily dwellings of four or fewer units shall offer,  
532 in writing, to any purchaser the option to install or equip such dwellings or residences with a fire  
533 sprinkler system at the purchaser's cost in accord with the requirements of State of Missouri law,  
534 Section 67.281, RSMo. Supp. 2009.

535 ***Section 327 FENCES WALLS AND SCREENS (Added).***

536 ***Section 327.1 Fences general (Added).*** All fences, walls and screens must be constructed in  
537 accordance with the zoning code of the City of Florissant. It shall be unlawful to erect any  
538 division, fence or screen, in whole or in part, of cloth, canvas or similar non-durable material.

539 ***Section 327.2 Finished side (Added).*** The finished side of fences shall face all neighboring  
540 properties including streets and alleys so as to prohibit the view of fence posts and support rails  
541 from adjoining properties.

542 **Exception:** In cases where both sides of a fence are intended to be finished, i.e. shadowbox or  
543 basket weave construction, etc.

544 ***Section 2603.5.1: Building Sewer depth (Amended).*** Building sewers that connect to private  
545 sewage disposal systems shall be not less than 30 inches below finished grade at the point of  
546 septic tank connection. Building sewers shall not be less than 30 inches below grade at any  
547 point.

548 **ARTICLE III. MECHANICAL CODE**

549 **Section 505.080 International Mechanical Code Adopted.**



The International Mechanical Code, 2015 Edition including appendix A as published by the International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Mechanical Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.090 of this Chapter.

#### **Section 505.090 Additions, Insertions, Deletions and Amendments.**

The following numbered Sections and Subsections of the International Mechanical Code, 2015 Edition, including appendix A as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 101.1 Title (Amended).** These regulations shall be known as the Mechanical Code of the City of Florissant, Missouri, hereinafter referred to as "this code".

**Section 106.1.3 License Required (Added).** No person who is not licensed by the St. Louis County Department of Public Works as a Mechanical Contractor shall engage in or perform the work of installing, altering or repairing mechanical facilities unless permitted by sections **106.1.4** or **106.1.5** below.

**Section 106.1.4 Homeowner Mechanical Permit (Added).** A homeowner permit may be issued for an addition to or repair, modification or reconstruction of an existing mechanical system on the premises of a detached single-family dwelling including accessory structures to the owner or to a member of his/her or her immediate family residing with him/her. A homeowner permit issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section. Upon revocation, the property owner may be required by the building official to proceed immediately to procure a licensed professional to correct or complete the work. A Homeowner Mechanical Permit is subject to the following conditions:

1. The dwelling shall be designed and used solely for living purposes.
2. The dwelling shall be occupied by or vacant and intended for immediate occupancy by the owner and his/her family and no other person.
3. The permittee shall personally perform all required work.
4. The applicant must present proof of current **Section 608 Technician Certification** as set forth by the United States Environmental Protection Agency.
5. The permit shall not apply to the portion of the system that is used for gas line.
6. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in mechanical work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.

7. This Section does not authorize a waiver or modification of any provision of the Code relating to the material, design, installation or practice of mechanical work or to the preparation and approval of plans or to required fees for permits or inspections.

8. If the test is failed, the homeowner must wait a minimum of thirty (30) days to retake the test.

9. A fee for testing shall be according to fee schedule established by the City of Florissant, Missouri.

**Section 106.1.5 Multi-Family Technician Mechanical Permit (Added).** A Multi-Family Technician Mechanical Permit may be issued for an addition to or repair, modification or reconstruction of an existing mechanical system on the premises of a multi-family building including accessory structures. A permit issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section. Upon revocation, the property owner may be required by the building official to proceed immediately to procure a licensed professional to correct or complete the work. A Multi-Family Technician Mechanical Permit is subject to the following conditions:

1. The building shall be designed and used solely for living purposes.

2. The permittee shall personally perform all required work.

3. The applicant must be currently employed at the location of the permitted work and must present authorization by the management to obtain such an authorization.

4. The applicant must present proof of current **Section 608 Technician Certification** as set forth by the United States Environmental Protection Agency.

5. The permit shall not apply to the portion of the system that is used for gas line except to reconnect with an approved gas line connector.

6. Prior to issuance of a permit under this Section, the building official may require an affidavit or other reasonable proof, such as a test to assure competency in mechanical work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.

7. This Section does not authorize a waiver or modification of any provision of the Code relating to the material, design, installation or practice of mechanical work or to the preparation and approval of plans or to required fees for permits or inspections.

8. If the test is failed, the applicant must wait a minimum of thirty (30) days to retake the test.

9. A fee for testing shall be according to fee schedule established by the City of Florissant, Missouri.

**Section 106.5.2 Permit fees (Amended).** The permit fees for the installation, extension, repair or alteration of heating, air handling, and refrigeration equipment shall be in accordance with the fee schedule as established by the City of Florissant, Missouri.

**Section 106.5.3 (Deleted).**

**Section 106.6 Emergency Repairs (Added).** Where equipment or system replacements and/or repairs must be performed in an emergency situation, the permit application shall be submitted within forty-eight (48) working hours of said repair or replacement.

**Section 108.4 Violation penalties (Amended).** Any person, firm, corporation, limited liability company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

**Section 108.5 Stop work order (Amended).** The “**amount**” referred to in this Section shall be the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant and shall be subject to the fees listed in Section 500.010.

**Section 109.2 Membership of board (Amended).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1.

**Sections 109.2.1 through 109.7 (Deleted).**

**Section 303.6.1 Location (Added).** Mechanical equipment, air conditioning condensing units, pool pumps, geothermal borings and/or piping and other mechanical appliances and equipment located outdoors shall be located according to the zoning ordinance of the City of Florissant.

**Section 404.1 Enclosed parking garages (Amended).** Mechanical ventilation systems for enclosed parking garages shall be permitted to operate intermittently where the system is arranged to operate automatically upon detection of vehicle operation or the presence of occupants by approved automatic detection devices. The mechanical ventilation system shall have means to operate manually for a remote device. The location and installation shall be approved by the *building official*.

#### **ARTICLE IV. ELECTRICAL CODE**

**Section 505.100 National Electrical Code Adopted.**

The National Electrical Code, 2014 Edition as published by the National Fire Protection Association, one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Electrical Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.110 of this Chapter.

**Section 505.110 Additions, Insertions, Deletions and Amendments.**

The following numbered Sections and Subsections of the National Electrical Code, 2014 Edition as published by the National Fire Protection Association, are hereby amended by additions,

insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 89.1 Title (Added).** This code shall be known as the Electrical Code of the City of Florissant, Missouri, and shall be cited as such. It is referred to herein as "this code".

**Section 89.2 Permits Required (Added).** Electrical permits must be obtained from the City of Florissant Public Works Department prior to any construction, alteration, addition, or modification to any system supplying or transferring electrical power, alarms, data transmission, or low voltage electricity. The permit fees for electrical permits shall be in accordance with the permit fee schedule as established by the City of Florissant, Missouri. No permit issued under these provisions of the Code shall be assignable or transferable or be used to aid or abet any unlicensed or unauthorized person, firm or corporation in the performance of electrical work. A true copy of the electrical permit shall be kept on the construction site, open to public inspection during the entire time of prosecution of the work and until the completion of the same.

**Section 89.3 Violation penalties (Added).** Any person, firm, corporation, limited liability company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant. Each day a violation continues after actual notice to either the responsible individual, person, firm, institution, corporation or organization or representative thereof to whom the permit was issued or to the owner or both or to the legally authorized representative of the permit holder, owner or both shall constitute a separate violation.

**Section 89.4 Stop work orders (Added).** Any person found to be in violation of the Electrical Code of the City of Florissant shall be subject to the penalties of **Section 100.080** of the Code of Ordinances of the City of Florissant and shall be subject to the fees listed in **Section 500.010**.

**Section 89.5 Licenses required (Added).** No person who is not licensed by the St. Louis County Department of Public Works as a Master Electrician or a Licensed Journeyman Electrician or a Registered Electrician or a Registered Electrician Apprentice working under the direction of a licensed Electrical Contractor shall engage in or perform the work of installing, altering or repairing electrical facilities in a building for the supply and distribution of electrical power, or alarm or data systems. No person who is not licensed by the St. Louis County Department of Public Works as a Licensed Electrician, Licensed Low Voltage Contractor or Journeyman Low Voltage Electrician shall engage in or perform the work of installing or modifying low voltage, data transmission, or alarm systems.

**Section 89.6 Electrical Code Appeals Board (Added).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1.

**Section 89.7 Electrical Inspection Generally (Added).** Upon completion of any electrical installation for which a permit has been issued, the permittee shall notify the office of the *building official* and a final inspection shall be made. The *building official* shall cause to be made

as many interim inspections as he/she deems necessary. No installation shall be covered or concealed until inspected.

**Section 89.7.1 Third Party Inspections (Added).** The *building official* may accept reports of inspection by authoritative and recognized services or individuals. Such services or individuals must be proven experience in the electrical field as it relates to the work being inspected. All reports of such inspection shall be in writing and certified by a responsible officer of such authoritative service or by the responsible individual.

**Section 89.7.2 Additional Inspections (Added).** The *building official* may engage such services or individuals as may be deemed necessary to report on unusual technical issues that may arise and such services shall be at the expense of the permit holder.

**Section 89.7.4 Doing Electrical Business Without a License (Added).** It shall be unlawful for any person to engage in the business of electrical or communication work within the City without having been duly licensed as required by the provisions of this Section.

**Section 89.7.5 Use of Licensee's Name By Another — Office of Building Official to be Notified of Business Name and Address (Added).** No person having obtained a license under the provisions of this Section shall allow his/her name to be used by another person, either for the purpose of obtaining permits or for doing business or work under the license. Every person licensed shall notify the office of the *building official* of the address of his/her place of business and the name under which such business is carried on and shall give immediate notice to the office of the *building official* of any change in either.

**Section 89.7.4 Homeowner Electrical Permit (Added).** A homeowner permit may be issued for an addition to or repair, modification or reconstruction of an existing electrical system on the premises of a detached single-family dwelling including accessory structures to the owner or to a member of his/her or her immediate family residing with him/her. A homeowner permit issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section. Upon revocation, the property owner may be required by the building official to proceed immediately to procure a licensed professional to correct or complete the work. A Homeowner Electrical Permit is subject to the following conditions:

1. The dwelling shall be designed and used solely for living purposes.
2. The dwelling shall be occupied by or vacant and intended for immediate occupancy by the owner and his/her family and no other person.
3. The permittee shall personally perform all required work.
4. The homeowner permit shall not apply to the main service(s), service entrance conductors, meter box or main electrical panel.
5. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in electrical work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.

6. This Section does not authorize a waiver or modification of any provision of the Electrical Code relating to the material, design, installation or practice of electrical work or to the preparation and approval of plans or to required fees for permits or inspections.
7. If the test is failed, the homeowner must wait a minimum of thirty (30) days to retake the test.
8. A fee for testing will be according to fee schedule established by the City of Florissant, Missouri.

**Section 89.7.5 Emergency Repairs (Added).** In the case of a catastrophic event (i.e., earthquake, tornado, etc.) work may proceed to eliminate hazards and restore the electrical system to a safe and functional condition prior to obtaining a permit, however, a permit shall be applied for as soon as circumstances reasonably allow.

**Section 89.7.6 Suspension of Permit (Added).** Any permit issued shall become invalid if the authorized work is not commenced within six (6) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work.

**Section 89.7.7 Extension of Permits (Added).** Electrical permits may be extended at any time up to thirty (30) days prior to the date of abandonment or expiration date of the specific permit.

**Section 89.7.8 Revocation of Permit (Added).** The Code Official shall revoke a permit or approval issued under the provisions of this Code in case of any false statement or misrepresentation of fact in the application or on the construction documents upon which the permit or approval was based.

**Section 89.7.9 Separate Permits (Added).** Permit applicants may submit separate applications for building, mechanical, electrical or plumbing permits. As a condition of approval the owner or owner's agent shall agree to assume full responsibility for the coordination of all applicable code requirements relating to these permits.

**Section 89.7.10 Integrated permits (Added).** The Code Official shall be permitted to issue integrated building, plumbing, electrical and/or mechanical permits on a single permit application.

**Section 89.7.11 Applicant Responsibility (Added).** The integrated permit applicant shall be responsible for the return to the Department of Public Works copies of the plumbing, electrical and/or mechanical permit form with the name, signature and license number of the appropriate subcontractor. Any change in the identity of the named subcontractor after issuance of the permit shall result in the assessment of a transfer fee in the amount specified in this Code.

**Section 89.7.12 Plans and Specifications (Added).** The application for a building permit shall describe in detail the nature of such work, shall give the location by street and number thereof, shall be accompanied by at least two (2) sets of plans and specifications bearing the seal of an engineer authorized to perform engineering work in the State of Missouri and shall contain an accurate description and account of electrical fixtures to be installed. The *building official* may waive the need for such plans when the work involved is of a minor nature or can be described

adequately by other means. If in the course of the work it is found necessary to make any change from the approved plans and specifications on which a permit has been issued, amended plans and specifications shall be submitted and, if approved, a supplementary permit shall be issued to cover the change after the same conditions required to secure the original permit have been satisfied. If the change is minor in nature and does not require further plan review, the *building official* may waive the need for a supplemental permit and may amend the original permit subject to fees as set forth in the Florissant City Code of Ordinances.

**Section 89.7.13 Notice of Violations (Added).** The *building official* or designated representatives shall serve a notice of violation for the installation, extension, alteration, repair or maintenance of electrical systems which are in violation of the provisions of this Code or in violation of a detailed statement or a plan approved thereunder or in violation of a permit issued under the provisions of this Code to the permittee or the owner of the building, structure or premises. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation. Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered to the owner, individual performing the work, contractor or permit holder personally by leaving the notice with a responsible party of suitable age and discretion;
2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service, UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent known address or the mailing address according to the real estate property records of St. Louis County Missouri.
3. A copy thereof may be posted in a conspicuous place in or about the structure affected by such notice.

**Section 89.7.14 Stop Work Order (Added).** Upon notice from the *building official* that work on any building, structure or premises is proceeding contrary to the provisions of this Code in an unsafe and dangerous manner, such work shall immediately be stopped. The *building official* shall issue a stop work order in writing to the owner of the property involved or to the person doing the work. The stop work order shall state the conditions under which the work may resume. The building or premises on which a stop work is placed shall be posted as such.

**Section 89.7.15 Unlawful Continuance of Work (Added).** Any person who shall continue any work in or about the building, structure or premise after the issuance of a stop work order that is directed to be performed to remove a violation or unsafe condition shall be guilty of a violation of this Code and subject to the penalties set out in Section 100.080 of the Code of the City of Florissant, Missouri and shall be subject to the fees listed in **Section 500.010**.

**Section 89.7.16 Unsafe Condition (Added).** All electrical systems regardless of type which constitute a hazard to human life, health or welfare are hereby declared illegal and shall be abated by repair and rehabilitation or removal.

**Section 89.7.17 Emergency Measures (Added).** When in the opinion of the *building official* there is a real and present danger or hazard which would endanger human life, the *building official* is hereby authorized and empowered to order and require the occupants to vacate a

815 structure forthwith. The *building official* shall post each entrance to such structure as unsafe and  
816 unoccupiable.

817 **Section 89.7.18 Existing Electrical Systems (Added).** The legal use and occupancy of any  
818 structure existing on the date of the adoption of this Code or for which it had been heretofore  
819 approved may be continued without change except as may be specifically covered in this Code  
820 or deemed necessary by the *building official* for the general safety and welfare of the occupants  
821 and the public.

822 **Section 89.7.19 Alteration or Repair of Existing Electrical Systems (Added).** Incidental repairs,  
823 replacements or alterations to an existing system generally recognized as being part of normal  
824 household or normal maintenance activities with regard to such systems shall not require a  
825 permit and may be made in the same manner and arrangement as in the existing system provided  
826 such repairs, replacements or alterations are made in a safe manner. Minor repairs, replacements  
827 or alterations to an existing system may be made in the same manner and arrangement as in the  
828 existing system provided such repairs or replacements are made in a safe manner and are  
829 approved by the electrical official.

830 **Section 89.7.20 Alteration or Substantial Repairs (Added).** Alteration or substantial repairs may  
831 be made to any existing electrical system without requiring the system to comply with all the  
832 requirements of this Code provided such work conforms to that required for a new electrical  
833 system. Alterations or repairs shall not cause an existing electrical system to become unsafe or  
834 adversely affect the performance of the system.

835 **Section 89.7.21 Additional Loads On Existing Electrical System (Added).** Where additions or  
836 alterations subject parts of existing systems to loads exceeding those permitted herein, such parts  
837 shall be made to comply with this Code. The licensed and permitted electrician shall provide a  
838 complete load calculation to the Electrical Inspection Official.

839 **Section 89.7.22 Maintenance of Electrical Systems (Added).** All electrical systems, both  
840 existing and new, shall be maintained in a safe condition. All service equipment, devices and  
841 safeguards which are required by this Code or which were required in the building or structure  
842 by previous Statute or ordinance shall be maintained in good working order when installed,  
843 altered or repaired.

844 **Section 89.7.23 Owner Responsibility (Added).** The owner or a designated agent shall be  
845 responsible for the safe maintenance of the electrical systems in any building, structure or  
846 premises at all times.

847 **Section 89.7.24 Moved Structures (Added).** Buildings and structures moved into or within the  
848 jurisdiction shall comply with the provisions of this Code for new buildings or structures.

849 **Section 89.7.25 Modifications (Added).** Where there are practical difficulties involved in  
850 carrying out the provisions of this Code, the Code Official shall have the right to vary or modify  
851 such provisions upon application of the owner or the owner's representative, provided that the  
852 spirit and intent of the law is observed and that the public health, safety and welfare is assured.



**Section 89.7.26 Records (Added).** The application for modification and the final decision of the Code Official shall be in writing and shall be officially recorded with the application for the permit in the permanent records of the office of electrical inspection.

**Section 89.7.27 Material and Equipment Reuse (Added).** Materials, equipment and devices shall not be reused unless such elements have been reconditioned, tested and placed in good and proper working condition and approved by the building official.

**Section 89.7.28 Alternative Materials and Equipment (Added).** The provisions of this Code are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this Code, provided that any such alternative has been approved. An alternative material or method of construction shall be approved where the Code Official finds that the proposed design is satisfactory and complies with the intent of the provisions of this Code and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this Code in quality, strength, effectiveness, fire-resistance, durability and safety. Research and investigation-sufficient technical data shall be submitted to substantiate the proposed installation of any material or assembly. If it is determined that the evidence submitted is satisfactory proof of performance for the proposed installation, the Code Official shall approve such alternative subject to the requirements of this Code. The costs of all tests, reports and investigations required under these provisions shall be paid for by the applicant.

## **ARTICLE V. PLUMBING CODE.**

### **Section 505.150 International Plumbing Code Adopted.**

The International Plumbing Code, 2015 Edition, including appendix E as published by the International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Plumbing Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.160 of this Chapter.

### **Section 505.160 Additions, Insertions, Deletions and Amendments.**

The following numbered Sections and Subsections of the International Plumbing Code, 2015 Edition, including appendix E as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 101.1 Title (Amended).** These regulations shall be known as the Plumbing Code of the City of Florissant Missouri, hereinafter referred to as "this code".

**Sections 106.1.1 and 106.1.2 (Deleted).**

888 **Section 106.6.2 Fee Schedule (Amended).** The fees for all plumbing work shall be paid in  
889 accordance with the fee schedule as established by the City of Florissant, Missouri.

890 **Section 106.6.3 (Deleted).**

891 **Section 106.7 Emergency Repairs (Added).** Where equipment or system replacements and/or  
892 repairs must be performed in an emergency situation, the permit application shall be submitted  
893 within forty-eight (48) working hours of said repair or replacement.

894 **Section 108.4 Violation penalties (Amended).** Any person, firm, corporation, limited liability  
895 company or other business entity who shall violate any provision of this code, or who shall erect,  
896 install, alter, or repair plumbing work in violation of the approved construction documents or  
897 directive of the code official, or of a permit or certificated issued by the code official, shall be  
898 subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

899 **Section 108.5 Stop Work Orders (Amended).** Upon notice from the code official, work on any  
900 plumbing system that is being performed contrary to the provisions of this code or in a dangerous  
901 or unsafe manner shall immediately cease. Such notice shall be delivered according to Section  
902 114.5 of the Building Code of the City of Florissant. Any person who shall continue any work in  
903 or about the building after having been served with a stop work order, except such work as is  
904 directed by the Code Official to remove a violation or unsafe condition, shall be subject to the  
905 penalties of Section 100.080 of the Code of Ordinances of the City of Florissant and shall be  
906 subject to the fees listed in **Section 500.010**.

907 **Section 106.4.1 Licenses required (Added).** No person who is not licensed by the St. Louis  
908 County Department of Public Works as a Master Plumber or a licensed Journeyman Plumber or  
909 a Registered Plumber or a Registered Plumber Apprentice working under the direction of a  
910 licensed Master Plumber shall engage in or perform the work of installing, altering or repairing  
911 facilities in a building for the supply and distribution of water for ordinary drinking, culinary and  
912 domestic purposes of facilities or for the removal therefrom of waterborne wastes except as set  
913 forth in section **106.4.2**. No person who is not licensed by the St. Louis County Department of  
914 Public Works as a Master or Journeyman Drainlayer shall engage in or perform the work of  
915 installing sanitary or storm sewer.

916 **Section 106.4.2 Homeowner Plumbing Permit (Added).** A homeowner permit may be issued  
917 for an addition to or repair, modification or reconstruction of an existing plumbing system on the  
918 premises of a detached single-family dwelling including accessory structures to the owner or to a  
919 member of his/her or her immediate family residing with him/her. A homeowner permit issued  
920 pursuant to this Section may be revoked by the building official if he/she determines that the  
921 work under the permit is not properly performed or that the application did not comply or no  
922 longer complies with this Section. Upon revocation, the property owner may be required by the  
923 building official to proceed immediately to procure a licensed professional to correct or complete  
924 the work. A Homeowner Plumbing Permit is subject to the following conditions:

925 1. The dwelling shall be designed and used solely for living purposes.

2. The dwelling shall be occupied by or vacant and intended for immediate occupancy by the owner and his/her family and no other person.
3. The permittee shall personally perform all required work.
4. The homeowner permit shall not apply to the portion of the system that is used for gas line or located underground, under a concrete slab or outside the building envelope except to reconnect with an approved gas line connector.
5. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in plumbing work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.
6. This Section does not authorize a waiver or modification of any provision of the Plumbing Code relating to the material, design, installation or practice of plumbing work or to the preparation and approval of plans or to required fees for permits or inspections.
7. If the test is failed, the homeowner must wait a minimum of thirty (30) days to retake the test.
8. A fee for testing will be according to fee schedule established by the City of Florissant, Missouri.

***Section 106.4.3 Multi-Family Maintenance Technician Water Heater Permit (Added).*** Authorization to apply for water heater installation permits may be issued to a maintenance technician who is not a St. Louis County licensed plumber subject to the following conditions:

1. The applicant must be currently employed at the location of the permitted work and must present authorization by the management to obtain such an authorization.
2. The permit shall not apply to the portion of the system that is used for gas line except to reconnect with an approved gas line connector.
3. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in plumbing work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.
4. This Section does not authorize a waiver or modification of any provision of the Plumbing Code relating to the material, design, installation or practice of plumbing work or to the preparation and approval of plans or to required fees for permits or inspections.
5. Permits issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section
6. If the test is failed, the technician must wait a minimum of thirty (30) days to retake the test.
7. A fee for testing will be according to fee schedule established by the City of Florissant, Missouri.

***Section 109.2 Membership of board (Amended).*** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and

964 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
965 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

966 ***Sections 109.2 through 109.7 (Deleted).***

967 ***Section 903.1 Roof extension (Amended).*** All open vent pipes that extend through a roof shall be  
968 terminated at least 12 inches above the roof, except that where a roof is to be used for any other  
969 purpose other than weather protection, the vent extensions shall be run at least 7 feet (2134 mm)  
970 above the roof.

971 **ARTICLE VI. FIRE CODE.**

972 **Section 505.180 International Fire Code Adopted.**

973 The International Fire Code, 2015 Edition, including appendixes B, E, F, G, and H as published  
974 by the International Code Council, Inc., one (1) copy of which was on file in the office of the  
975 City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for  
976 public use, inspection and examination, and a copy of which is attached hereto and incorporated  
977 by this reference as if fully set forth herein, is hereby adopted as the Fire Code of the City of  
978 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
979 out in Section 505.190 of this Chapter.

980 **Section 505.190 Additions, Insertions, Deletions and Amendments.**

981 The following numbered Sections and Subsections of the International Fire Code, 2015 Edition,  
982 including appendixes B, E, F, G, and H as published by the International Code Council, Inc., are  
983 hereby amended by additions, insertions, deletions and amendments so that such Sections and  
984 Subsections shall read as follows:

985 ***Section 101.1 Title (Amended).*** This code shall be known as the Fire Code of the City of  
986 Florissant, Missouri, and shall be cited as such. It is referred to herein as "this code".

987 ***Section 105.1.7 Permit fees (Added).*** The permit fees for fire permits shall be in accordance with  
988 the fee schedule as established by the City of Florissant, Missouri.

989 ***Section 107.4 Violation penalties (Amended).*** Any person, firm, corporation, limited liability  
990 company or other business entity who shall violate any provision of this code shall be subject to  
991 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

992 ***Section 108.5 (Stop work orders)*** is amended by inserting in the spaces shown as "(AMOUNT)"  
993 the following language "*the penalties set forth in Section 100.080 of the Code of Ordinances of*  
994 *the City of Florissant*" and shall be subject to the fees listed in **Section 500.010**.

995 ***Section 109.2 Membership of Board (Amended).*** In order to hear and decide appeals of orders,  
996 decisions, or determinations made by the *building official* relative to the application and

997 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
998 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

999 **Section 108.3 (Deleted).**

1000 **ARTICLE VII. FUEL GAS CODE**

1001 **Section 505.200 International Fuel Gas Code Adopted.**

1002 The International Fuel Gas Code, 2015 Edition, including appendixes A, B, and C as published  
1003 by the International Code Council, Inc., one (1) copy of which was on file in the office of the  
1004 City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for  
1005 public use, inspection and examination, and a copy of which is attached hereto and incorporated  
1006 by this reference as if fully set forth herein, is hereby adopted as the Fuel Gas Code of the City of  
1007 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
1008 out in Section 505.210 of this Chapter.

1009 **Section 505.210 Additions, Insertions, Deletions and Amendments.**

1010 The following numbered Sections and Subsections of the International Fuel Gas Code, 2015  
1011 Edition, including appendixes A, B, and C as published by the International Code Council, Inc.,  
1012 are hereby amended by additions, insertions, deletions and amendments so that such Sections  
1013 and Subsections shall read as follows:

1014 **Section 101.1 Title (Amended).** These regulations shall be known as the Fuel Gas Code of the  
1015 City of Florissant, Missouri, hereinafter referred to as "this code".

1016 **Section 106.6.2 Permit fees (Amended).** The permit fees for the installation, extension, repair or  
1017 alteration of heating and refrigeration equipment shall be in accordance with the fee schedule as  
1018 established by the City of Florissant, Missouri.

1019 **Section 108.4 Violation Penalties (Amended).** Any person, firm, corporation, Limited Liability  
1020 Company or other business entity who shall violate any provision of this code shall be subject to  
1021 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

1022 **Section 108.5 Stop work order (Amended).** Any person who shall continue any work in or about  
1023 the building after having been served with a stop work order, except such work as is directed by  
1024 the Code Official to remove a violation or unsafe conditions, shall be liable to punishment as  
1025 provided in **Section 100.080** of the Code of Ordinances as defined in **Section 108.4** and shall be  
1026 subject to the fees listed in **Section 500.010**.

1027 **Section 109.2 Membership of board (Amended).** In order to hear and decide appeals of orders,  
1028 decisions, or determinations made by the *building official* relative to the application and  
1029 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
1030 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

1031 *Sections 109.2 through 109.7 (Deleted).*

1032 **ARTICLE VIII. ENERGY CONSERVATION CODE.**

1033 **Section 505.220 International Energy Conservation Code Adopted.**

1034 The International Energy Conservation Code, 2015 Edition as published by the International  
1035 Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period  
1036 of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection  
1037 and examination, and a copy of which is attached hereto and incorporated by this reference as if  
1038 fully set forth herein, is hereby adopted as the Energy Conservation Code of the City of  
1039 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
1040 out in Section 505.230 of this Chapter.

1041 **Section 505.230 Additions, Insertions, Deletions and Amendments.**

1042 The following numbered Sections and Subsections of the Energy Conservation Code, 2015  
1043 Edition as published by the International Code Council, Inc., are hereby amended by additions,  
1044 insertions, deletions and amendments so that such Sections and Subsections shall read as  
1045 follows:

1046 *Section 101.1 Title (Amended).* This code shall be known as the International Energy  
1047 Conservation Code of the City of Florissant, Missouri, and shall be cited as such. It is referred to  
1048 herein as "this code".

1049 *Section 109.1 Membership of board (Amended).* In order to hear and decide appeals of orders,  
1050 decisions, or determinations made by the *building official* relative to the application and  
1051 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
1052 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

1053 *Section 110.0 Violation penalties (Added).* Any person, firm, corporation, Limited Liability  
1054 Company or other business entity who shall violate any provision of this code shall be subject to  
1055 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

1056 **ARTICLE IX. SWIMMING POOL AND SPA CODE.**

1057 **Section 505.260 International Swimming Pool And Spa Code Adopted.**

1058 The International Swimming Pool And Spa Code, 2015 Edition as published by the International  
1059 Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period  
1060 of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection  
1061 and examination, and a copy of which is attached hereto and incorporated by this reference as if  
1062 fully set forth herein, is hereby adopted as the Swimming Pool And Spa Code of the City of  
1063 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
1064 out in Section 505.270 of this Chapter.

1065     **Section 505.270 Additions, Insertions, Deletions and Amendments.**

1066     The following numbered Sections and Subsections of the International Swimming Pool And Spa  
1067     Code, 2015 Edition as published by the International Code Council, Inc., are hereby amended by  
1068     additions, insertions, deletions and amendments so that such Sections and Subsections shall read  
1069     as follows:

1070     **Section 101.1 Title (Amended).** This code shall be known as the Swimming Pool and Spa Code  
1071     of the City of Florissant, Missouri, and shall be cited as such. It is referred to herein as "this  
1072     code".

1073     **Section 105.1 When required (Amended).** Any owner, or owner's authorized agent who desires  
1074     to construct, enlarge, alter, repair, move, or demolish a pool or spa or to erect, install, enlarge,  
1075     alter, repair, remove, convert or replace any system, the installation of which is regulated by this  
1076     code, or to cause any such work to be performed, shall first make application to the code official  
1077     and obtain the required permit for the work.

1078     **Exemptions:**

- 1079         1. Pools and spas up to thrity-five (**35**) inches in depth and also,  
1080         2. A potential surface area of two hundred and fifty (**250**) square feet or fewer.  
1081         3. Bodies of water not intended for swimming or bathing including those which do not use  
1082         recirculation / filtration systems such as fishponds and lily ponds.

1083     **Section 105.6.2 Permit fees (Amended).** The permit fees for the installation, extension, repair or  
1084     alteration of swimming pools and spas or their equipment shall be in accordance with the fee  
1085     schedule as established by the City of Florissant, Missouri.

1086     **Section 105.6.3 (Deleted).**

1087     **Section 107.4 Violation penalties (Amended).** Any person, firm, corporation, limited liability  
1088     company or other business entity who shall violate any provision of this code shall be subject to  
1089     the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

1090     **Section 107.5 Stop work orders, is amended by inserting in the spaces shown as**  
1091     **"(AMOUNT)" the following language** "the penalties of Section 100.080 of the Code of  
1092     Ordinances of the City of Florissant and shall be subject to the fees listed in **Section 500.010.**"

1093     **Section 108.2 Membership of Board (Amended).** In order to hear and decide appeals of orders,  
1094     decisions, or determinations made by the *building official* relative to the application and  
1095     interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
1096     as established by the Code of Ordinances of the City of Florissant in Section 11.1.

1097     **Sections 108.2.1 through 108.6.2 (Deleted).**

1098 **Section 104.13 Water Purity (Added).** Water contamination and any other health concern  
1099 related to water quality of public swimming pools or spas must be reported within 24 hours to  
1100 the *building official*.

1101 **ARTICLE X. PRIVATE SEWAGE DISPOSAL CODE.**

1102 **Section 505.300 International Private Sewage Disposal Code Adopted.**

1103 The International Private Sewage Disposal Code, 2015 Edition, including appendixes A and B as  
1104 published by the International Code Council, Inc., one (1) copy of which was on file in the office  
1105 of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and  
1106 available for public use, inspection and examination, and a copy of which is attached hereto and  
1107 incorporated by this reference as if fully set forth herein, is hereby adopted as the Private Sewage  
1108 Disposal Code of the City of Florissant, Missouri, subject to the amendments, additions,  
1109 insertions, deletions and changes set out in Section 505.310 of this Chapter.

1110 **Section 500.310 Additions, Insertions, Deletions and Amendments.**

1111 The following numbered Sections and Subsections of the International Private Sewage Disposal  
1112 Code, 2015 Edition, including appendixes A and B as published by the International Code  
1113 Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that  
1114 such Sections and Subsections shall read as follows:

1115 **Section 101.1 Title (Amended).** These regulations shall be known as the Private Sewage Disposal  
1116 Code of the City of Florissant, Missouri, hereinafter referred to as "this code".

1117 **Section 109.2 Membership of Board (Amended).** In order to hear and decide appeals of orders,  
1118 decisions, or determinations made by the *building official* relative to the application and  
1119 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
1120 as established by the Code of Ordinances of the City of Florissant in Section 11.1

1121 **Section 109.2.1 through 109.2.6 (Deleted)**

1122 **ARTICLE XI, SECTION 505.035. EXPLOSIVES CODE.**

1123 **Section 505.035.1 Explosives Code Adopted (Added).** The Explosives Code of St. Louis  
1124 County, adopted as Ordinance No. 25931 on December 2, 2014, is hereby adopted as the  
1125 Explosives Code of the City of Florissant, as amended by ordinances of the City. All  
1126 amendments of the St. Louis County Explosives Code as adopted by the City prior to February  
1127 13, 1989, are hereby reaffirmed in their entirety to apply to the codes herein adopted.

1128 **Section 505.035.2 Penalties (Added).** Any person, firm, corporation, Limited Liability  
1129 Company or other business entity who shall violate any provision of this code shall be subject to  
1130 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.



1131

**ARTICLE XII. SECTION 505.040. LAND DISTURBANCE CODE.**

1132 **Section 505.401. Title.** [Ord. No. 7358 §1, 11-29-2006]

1133 These regulations shall be known as the "Land Disturbance Code" of Florissant, Missouri,  
1134 hereinafter referred to as "this code".

1135 **Section 505.401. Introduction.** [Ord. No. 7358 §1, 11-29-2006]

1136 On construction or land disturbance sites, soil is highly vulnerable to erosion by wind and water.  
1137 Eroded soil endangers water resources by reducing water quality and causing the siltation of  
1138 aquatic habitat for fish and other desirable species. Deposits of eroded soil also necessitate  
1139 maintenance of sewers and ditches and the dredging of lakes, in addition, clearing and grading  
1140 during construction cause the loss of native vegetation necessary for terrestrial and aquatic  
1141 habitat. Construction activities also utilize materials and generate wastes which, if not properly  
1142 controlled, can pollute receiving waters.

1143 **Section 505.402. Purpose.** [Ord. No. 7358 §1, 11-29-2006]

1144 The purpose of this code is to safeguard persons, protect property and prevent damage to the  
1145 environment in the City of Florissant. This code will also promote the public welfare by guiding,  
1146 regulating and controlling the design, construction, use and maintenance of any development or  
1147 other activity that disturbs or breaks the topsoil or results in the movement of earth on land in  
1148 Florissant, Missouri.

1149 **Section 505.403. Scope.** [Ord. No. 7358 §1, 11-29-2006]

1150 This code provides for the safety, health and welfare of the public by regulating and controlling  
1151 the design, construction, use and maintenance of any development or other activity that disturbs  
1152 land surfaces or results in the movement of earth in Florissant, Missouri.

1153 **Section 505.404. Definitions.** [Ord. No. 7358 §1, 11-29-2006]

1154 For the purpose of this code, the following terms, phrases, words and their derivations shall have  
1155 the meanings given herein. Where terms are not defined by this Section, such terms shall have  
1156 ordinarily accepted meanings such as the context implies.

1157 **BEST MANAGEMENT PRACTICES OR BMP:** Practices, procedures or a schedule of  
1158 activities to reduce the amount of sediment and other pollutants in storm water discharges  
1159 associated with construction and land disturbance activities.

1160 **BUILDING CODE BOARD OF APPEALS:** The appeals board as described in the City of  
 1161 Florissant Building Code.

1162 **BUILDING DIVISION:** The Florissant Building Division, acting through its Director or the  
 1163 Building Commissioner.

1164 **CITY:** City of Florissant.

1165 **CLEARING:** Any activity that removes the vegetative surface cover.

1166 **CODE OR THIS CODE:** The "Land Disturbance Code" of Florissant.

1167 **CONSTRUCTION SITE OR LAND DISTURBANCE SITE:** A parcel or contiguous parcels  
 1168 where land disturbance activities are performed as part of a proposed development.

1169 **COUNTY:** St. Louis County, Missouri.

1170 **DEPARTMENT OF HIGHWAYS AND TRAFFIC:** The applicable highway or street  
 1171 department (City of Florissant, St. Louis County Department of Highways and Traffic, Missouri  
 1172 Department of Transportation) acting through its Director or his/her duly authorized designee.

1173 **DEPARTMENT OF PUBLIC WORKS:** The Florissant Public Works, acting through its  
 1174 Director or his/her duly authorized designee.

1175 **DRAINAGE WAY:** Any channel that conveys surface runoff through a site.

1176 **ENGINEERING DIVISION:** The Florissant Engineering Division acting through its Director  
 1177 and the City Engineer.

1178 **EROSION:** The wearing away of land surface through the action of wind or water.

1179 **EROSION CONTROL:** Any Best Management Practices (BMP) that prevents or minimizes  
 1180 erosion.

1181 **GRADING:** Reshaping the ground surface through excavation and/or fill of material.

1182 **LAND DISTURBANCE ACTIVITIES:** Clearing, grading or any related work which results in  
 1183 removal of the natural site vegetation and destruction of the root zone or otherwise results in  
 1184 leaving the ground surface exposed to soil erosion through the action of wind or water.

1185 **LAND DISTURBANCE, MAJOR:** Any land disturbance activity involving one (1) acre or  
 1186 more of land or a site involving less than one (1) acre that is part of a proposed development that  
 1187 will ultimately disturb one (1) acre or more.

1188 **LAND DISTURBANCE, ORDINARY:** Any land disturbance activity involving less than one  
 1189 (1) acre of land.

1190 **LAND DISTURBANCE PERMIT:** A permit issued by the authority having jurisdiction  
 1191 authorizing a land disturbance activity at a specific site subject to conditions stated in the permit.  
 1192 A permit may be for either major or ordinary land disturbance activities.

1193 **PERIMETER CONTROL:** A barrier that prevents sediment from leaving a site by filtering  
 1194 sediment- laden runoff or diverting it to a sediment trap or basin.

1195 **PHASING:** Clearing a parcel of land in distinct stages, with the stabilization of each phase  
 1196 substantially completed before the clearing of the next.

1197 **QUALIFIED PROFESSIONAL:** A Missouri licensed professional engineer or other person or  
1198 firm knowledgeable in the principles and practices of erosion and sediment control, including the  
1199 Best Management Practices described in this code.

1200 **RUNOFF COEFFICIENT:** The fraction of total rainfall that exits at the outfalls from a site.  
1201 This depends not only on the surface cover and soil types, but also on the recurrence interval,  
1202 antecedent moisture content, rainfall intensity, drainage area, slope and fraction of  
1203 imperviousness.

1204 **SEDIMENT CONTROL:** Any Best Management Practices (BMP) that prevents eroded  
1205 sediment from leaving a site.

1206 **STABILIZATION:** The use of Best Management Practices (BMP) that prevent exposed soil  
1207 from eroding from a land disturbance site.

1208 **START OF CONSTRUCTION:** The first (1st) land disturbance activity associated with a  
1209 development.

1210 **STORM WATER POLLUTION PREVENTION PLAN (SWPPP):** A management plan, the  
1211 purpose of which is to ensure the design, implementation, management and maintenance of Best  
1212 Management Practices (BMP) in order to reduce the amount of sediment and other pollutants in  
1213 storm water discharges associated with land disturbance activities, comply with the standards of  
1214 the City of Florissant and ensure compliance with the terms and conditions of the applicable  
1215 State permits, including adherence to the land disturbance program contained in Missouri MS4  
1216 NPDES permits.

1217 **WATERCOURSE:** A natural or artificial channel or body of water including, but not limited to,  
1218 lakes, ponds, rivers, streams, ditches and other open conveyance, that carries surface runoff  
1219 water either continuously or intermittently.

1220 **Section 505.405. Applicability.** [Ord. No. 7358 §1, 11-29-2006]

1221 The provisions of this code shall not be deemed to nullify any provisions of City of Florissant,  
1222 State or Federal law.

1223 **Section 505.406. Enforcement.** [Ord. No. 7358 §1, 11-29-2006]

1224 **A. Department Of Public Works.** The Department of Public Works shall have the authority and  
1225 responsibility to perform the following functions related to the enforcement of this code as  
1226 associated with land disturbance permits:

1227 **1.** Receive applications for land disturbance permits;

1228 **2.** Coordinate the review of permit applications and accompanying documents with the City's  
1229 Building Division and the Metropolitan St. Louis Sewer District (MSD).

1230 **3.** Clear issuance of major land disturbance permits with the applicable Department of Highways  
1231 and Traffic and the Metropolitan St. Louis Sewer District (MSD) and issue such permits.

1232 4. Administer the determination, collection and release of site development escrows required by  
1233 this code.

1234 5. Inspection of land disturbance activities;

1235 6. Inspection of land disturbance activities within or abutting areas designated 100-year  
1236 floodplain; and

1237 7. Plan review, inspection and issuance of permits for ordinary land disturbance activities  
1238 relating to Best Management Practices (BMP) to be utilized to control erosion and sedimentation  
1239 from leaving the site during construction and other land disturbance activities.

1240 **B. Engineering Division.** The Engineering Division shall have the authority and responsibility  
1241 to perform the following functions related to the enforcement of this code:

1242 1. Plan review of major land disturbance activities;

1243 2. Plan review and inspection of land disturbance activities related to construction, repair,  
1244 maintenance or condition of roadways and roadway right-of-ways which are maintained by the  
1245 City; and

1246 3. Plan review of Land Disturbance Activities within or abutting areas designated 100-year  
1247 floodplain or 500-year floodplain.

1248 **Section 505.407. Rule Making Authority.** [Ord. No. 7358 §1, 11-29-2006]

1249 City and County departments having enforcement authority and responsibilities described in  
1250 Section 505.106 of this code shall have the authority, as necessary in the interest of public health,  
1251 safety and general welfare, to adopt and promulgate rules and regulations to interpret and  
1252 implement the provisions of this code in order to secure the intent thereof and to designate  
1253 requirements applicable because of local climatic or other conditions. Such rules and regulations  
1254 shall not have the effect of waiving requirements specifically provided for in this code or of  
1255 violating accepted engineering practices involving the purpose of this code.

1256 **Section 505.408. Violations.** [Ord. No. 7358 §1, 11-29-2006]

1257 **A. Unlawful Acts.** It shall be unlawful for any person, firm or corporation to perform any land  
1258 disturbance activities or cause or allow same to be done in conflict with or in violation of any of  
1259 the provisions of this code.

1260 **B. Notices Of Violations.** When the Department of Public Works determines that a violation of  
1261 this code exists, the respective Director shall notify the violator. The notification shall be in  
1262 writing and shall be delivered to the violator or his/her legally authorized representative or  
1263 mailed to his last known address via first class mail postage prepaid. Any person having been  
1264 notified that a violation exists and who fails to abate the violation within ten (10) days after  
1265 notification shall be subject to the penalties enumerated in Sections 505.408(D) and 505.408(E).

1266 **C. Prosecution Of Violation.** If the violator does not abate the violation promptly, the  
1267 Department of Public Works shall request the appropriate prosecuting attorney to institute the  
1268 appropriate proceeding at law or in equity to restrain, correct or abate such violation.

1269 Any person, firm or corporation who shall violate any provision of this code or who shall fail to  
1270 comply with any of the requirements thereof or who shall perform work in violation of the  
1271 approved construction documents or the Storm Water Pollution Prevention Plan or any directive  
1272 of the Department of Public Works and Traffic or of a permit or certificate issued under the  
1273 provisions of this code or shall start any work requiring a permit without first obtaining a permit  
1274 therefore or who shall continue any work in or about a structure after having been served a stop  
1275 work order, except for such work which that person, firm or corporation has been directed to  
1276 perform to remove a violation or unsafe conditions, or any owner of a property or any other  
1277 person who commits, takes part or assists in any violation of this code or who maintains any  
1278 property on which such violation shall exist shall be guilty of a misdemeanor punishable by a  
1279 fine of not more than one thousand dollars (\$1,000.00) or by imprisonment not exceeding thirty  
1280 (30) days, or both such fine and imprisonment. Each day that a violation continues shall be  
1281 deemed a separate offense.

1282 **E. No Permit Penalty.** In addition to the penalties set out above, the following procedure shall  
1283 be followed where a City department identified in Section 505.406 determines that work has  
1284 been started prior to the acquisition of a permit required by this Code:

1285 **1.** The Department of Public Works shall issue a stop work order.

1286 **2.** The department Director shall notify the violator of his/her assessment regarding the  
1287 appropriate penalty amount to be assessed against the violator, which shall not exceed one  
1288 thousand dollars (\$1,000.00) for each day that work occurs without a permit. In making the  
1289 assessment, the department shall consider whether the violator has previously violated this code  
1290 and whether the occupation or experience of the violator indicates that he/she knew or should  
1291 have known that a permit was required. In no case will a no permit penalty be assessed against a  
1292 property owner unless he/she actually performed the work involved.

1293 **3.** At the violator's option, he/she may deposit the assessed penalty amount in escrow (certified  
1294 check or cash only) with the Department of Public Works, in which case the violator's right to a  
1295 hearing will be preserved.

1296 **4.** No permit penalties are appealable to the Building Code Board of Appeals in the same manner  
1297 as other decisions of the department. The department may revise its assessment upon notice to  
1298 both the Board of Appeals and the violator at any time prior to the hearing. Likewise, at any time  
1299 prior to the hearing, the violator may accept and pay the recommended penalty amount and the  
1300 hearing will be canceled.

1301 **5.** At the hearing before the Building Code Board of Appeals, said Board of Appeals shall afford  
1302 both the department and the alleged violator an opportunity to present any evidence or make any  
1303 statements they wish to have considered.

1304 **6.** Following the hearing the Building Code Board of Appeals shall determine whether a permit  
1305 was required.

1306 **a.** If the Board determines that a permit was required, an appropriate penalty amount shall be  
1307 assessed, taking into account the same considerations as noted above. The stop work order shall  
1308 remain in full force and effect until such time as the penalty amount is paid and the violator has  
1309 complied with all other regulations pertaining to the issuance of permits.

1310 **b.** If the Board determines that no permit was required, the department shall immediately cancel  
1311 the stop work order.

1312 **F. Abatement Of Violation.** The imposition of the penalties herein prescribed shall not preclude  
1313 the Florissant prosecuting attorney from instituting appropriate action to prevent unlawful  
1314 construction or to restrain, correct or abate a violation or to prevent illegal use of a property or to  
1315 stop an illegal act.

1316 **G. Permit Suspension Or Revocation.** When a land disturbance activity is conducted in  
1317 violation of the requirements of this code or the terms of the permit in such a manner as to  
1318 materially adversely affect the safety, health or welfare of persons or materially be detrimental or  
1319 injurious to property or improvements, the Department of Public Works or the Department of  
1320 Highways and Traffic may suspend or remove such permit.

1321 **H. Unlawful Continuance.** Whenever the Department of Public Works or the Department of  
1322 Highways and Traffic finds that any land disturbance activity is being prosecuted contrary to the  
1323 provisions of this code or in an unsafe and dangerous manner, the owner or the person  
1324 performing such activity shall immediately stop such activity. The stop work order shall be in  
1325 writing and shall be given to the owner of the property involved or to the owner's agent or to the  
1326 person doing the work and shall state the conditions under which work will be permitted to  
1327 resume. Any person who shall continue any work in or about the property after having been  
1328 served with a stop work order, except such work as that person is directed to perform to remove  
1329 a violation or unsafe condition, shall be subject to penalties as specified in Sections 505.108(D)  
1330 or 505.108(E) of this code.

1331 **Section 505.409. Appeals.** [Ord. No. 7358 §1, 11-29-2006]

1332 **A. Application For Appeal.** Any person shall have the right to appeal a decision of the  
1333 Department of Public Works or the Department of Highways and Traffic to the Florissant  
1334 Building Code Board of Appeals. An application for appeal shall be based on a claim that the  
1335 intent of this code or the rules or regulations adopted thereunder have been incorrectly  
1336 interpreted or the provisions of this code do not apply.

1337 **B. Filing Procedure.** All appeals shall be filed in writing with the Department of Public Works.  
1338 All appeals shall be filed within thirty (30) days after the decision to be appealed is rendered by  
1339 the departments identified in this Section.

1340 **C. Filing Fee.** All appeals must be accompanied by a fee in the amount of one hundred dollars  
1341 (\$100.00).

1342 **D. Notice Of Meeting.** The Board shall meet upon notice from the Chairman within ten (10)  
1343 days of the filing of an appeal or at stated periodic meetings.

1344 **E. Open Hearing.** All hearings before the Board shall be open to the public. The appellant, the  
1345 appellant's representative, the department(s) having enforcement authority and responsibilities  
1346 described in Section 505.106 of this code and any person whose interests are affected shall be  
1347 given an opportunity to be heard.

1348 **F. Procedure.** The Board shall adopt and make available to the public through the Secretary  
1349 procedures under which a hearing will be conducted. The procedures shall not require  
1350 compliance with strict rules of evidence but shall mandate that only relevant information be  
1351 received.

1352 **G. Commission Decision.** Decisions by the Board to reverse or modify a decision by a  
1353 department requires a minimum vote of three (3) members.

1354 **H. Resolution.** The decision of the Board shall be in writing. Copies shall be furnished to the  
1355 appellant and to the department(s) having enforcement authority and responsibilities described in  
1356 Section 505.406 of this code.

1357 **I. Administration.** The applicable department identified in this Section of the code shall take  
1358 immediate action in accordance with the decision of the Board.

1359 **J. Court Review.** A party adversely affected by a decision of the Board may appeal to an  
1360 appropriate court from such decision. Application for review shall be made in the manner and  
1361 time required by law following the filing of the decision.

1362 **Section 505.410.Land Disturbance Permits Required.** [Ord. No. 7358 §1, 11-29-2006]

1363 **A. City Permit Required.** Any person who intends to conduct any land disturbance activity  
1364 must obtain a permit prior to beginning the activity. The type of permit shall be as required by  
1365 this Section unless specified otherwise within this Section.

1366 **B. Major Land Disturbance Permit.** No person shall perform any major land disturbance  
1367 activity prior to receipt of a major land disturbance permit. Applications for major land  
1368 disturbance permits shall be filed with the Department of Public Works.

1369 **C. Ordinary Land Disturbance Permit.** No person shall perform any ordinary land disturbance  
1370 activity prior to receipt of an ordinary land disturbance permit. Applications for ordinary land  
1371 disturbance permits shall be filed with by the Department of Public Works.

1372 **D. City Building Permit And Related Ordinary Land Disturbance Activities.** The  
1373 Department of Public Works may include ordinary land disturbance activities associated with the

1374 construction of a building, structure or parking lot authorized by a permit issued under the  
1375 Building Code as an integrated permit for the proposed construction.

1376 **E. Limitation On Transfer Of Land Disturbance Permits.** Any person who buys land from a  
1377 person who has been issued a land disturbance permit under Section of this code must obtain a  
1378 separate land disturbance permit from the City. Exceptions:

1379 **1.** Major land disturbance permits may be transferred to a new landowner provided the original  
1380 permit holder obtains the approval of the Department of Public Works to retain responsibility for  
1381 the land disturbance activities on such property.

1382 **2.** Ordinary land disturbance permits may be transferred to a new landowner provided the  
1383 original permit holder obtains the approval of the Department of Public Works to retain  
1384 responsibility for the land disturbance activities on such property.

1385 **F. Exceptions — Land Disturbance Required.** Land disturbance permits are not required for  
1386 the activities identified as items (1) and (8) in this Subsection, nor are such permits required for  
1387 the activities identified in items (2), (3), (4), (5), (6) and (7), provided the activity does not alter  
1388 or cause to be altered the present surface of the ground:

1389 **1.** By any cut or fill at the property;

1390 **2.** By any cut or fill that would permanently divert one drainage area to another drainage area;

1391 **3.** By any cut or fill which would deposit mud or harmful silt or create erosion or damage to  
1392 adjoining properties; or

1393 **4.** By any cut or fill that would block or affect an existing swale or drainage path in a manner to  
1394 cause damming and ponding.

1395 **a.** Any emergency activity that is immediately necessary for the protection of life, property or  
1396 natural resources.

1397 **b.** Existing farming, nursery and agricultural operations conducted as a permitted or accessory  
1398 use.

1399 **c.** Excavation of fill of less than thirty (30) cubic yards provided the land disturbance activity is  
1400 for the improvement of the property. Erosion and sediment control measures shall be provided,  
1401 when necessary, until grass or other vegetation is established or other approved means of ground  
1402 cover means are used.

1403 **d.** Land disturbance activities associated with additions to and accessory structures for one- and  
1404 two-family dwellings.

1405 **e.** Land disturbance activities less than two thousand (2,000) square feet in area.



1406 **f.** Removal of existing or dying grass or similar vegetation by disturbing not more than ten  
1407 thousand (10,000) square feet and resodding or reseeding with new landscaping to include  
1408 preparation of the seedbed; provided erosion and sediment control measures are provided until  
1409 grass or other vegetation is established. Any cut or fill in conjunction with the preparation of the  
1410 seedbed shall not exceed thirty (30) cubic yards.

1411 **g.** Gardening and similar activities on property occupied by one- or two-family dwellings.

1412 **h.** Land disturbance activities by any public utility for the installation, inspection, repair or  
1413 replacement of any of its equipment or for its collection or distribution lines or piping systems;  
1414 provided erosion and sediment control measures are provided until the grass or other vegetation  
1415 is established or other approved ground cover means are used. This exception does not apply to  
1416 any land disturbance activity associated with work that requires a building permit.

1417 **G. State of Missouri Permits Required.** The permit applicant must obtain a land disturbance  
1418 permit from the State of Missouri Department of Natural Resources for any site where one (1)  
1419 acre or more of land will be disturbed, before beginning any site work authorized by a City  
1420 permit. This requirement applies to sites of less than one (1) acre that are part of a proposed  
1421 development that will ultimately disturb one (1) acre or more.

1422 **Section 505.411. Land Disturbance Permit Applications.** [Ord. No. 7358 §1, 11-29-2006]

1423 **A. Permit Applications.** Applications for land disturbance permits required by this code shall be  
1424 in the form prescribed by and accompanied by the site plans and documents determined  
1425 necessary by the department responsible for issuing the permit. Such applications shall include  
1426 proof that proposed land uses have received zoning approvals from the City.

1427 **B. Storm Water Pollution Prevention Plan Required (SWPPP) For Major Land**  
1428 **Disturbance Permits.** All applications for major land disturbance permits shall be accompanied  
1429 by a Storm Water Pollution Prevention Plan, prepared for the specific site by or under the  
1430 direction of a qualified professional. The application shall contain a statement that any land  
1431 clearing, construction or development involving the movement of earth shall be in accordance  
1432 with the Storm Water Pollution Prevention Plan and the applicant will assume and acknowledge  
1433 responsibility for compliance with this code and the Storm Water Pollution Prevention Plan at  
1434 the site of the permitted activity.

1435 **C. Required Site Development Escrows For Major Land Disturbance Permits.** Applicants  
1436 for major land disturbance permits shall file a site development escrow in the form of a letter of  
1437 credit or other improvement security in an amount deemed sufficient by the Department of  
1438 Public Works to cover all costs of improvements, landscaping and maintenance of improvements  
1439 for such period as specified by the Department of Public Works. The site development escrow  
1440 shall include engineering and inspection costs sufficient to cover the cost of failure or repair of  
1441 improvements installed on the site.

1442 **D. Release Of Escrows — Project Closure.** Any site development escrow will not be fully  
1443 released to the property owner, site operator or permit holder until all of the following have been  
1444 completed:

1445 **1.** All temporary storm water controls Best Management Practices (BMPs) have been removed  
1446 and the site has been fully stabilized.

1447 **2.** All permanent storm water controls Best Management Practices (BMPs) have been completed.

1448 **3.** All final inspections/certifications have been completed by each of the government  
1449 jurisdictions involved in authorizing the project.

1450 **Section 505.412. Fees.** [Ord. No. 7358 §1, 11-29-2006]

1451 **A. Issuance Of Permits.** Land disturbance permits shall not be issued until the fees associated  
1452 with the permit are paid to the Department of Public Works specified in this code.

1453 Exception: Individual City departments may defer all or parts of fees to a later stage of site  
1454 development. Individual City departments are exempt from fees.

1455 **B. Department Of Public Works.** Fees for the activities of the Department of Public Works  
1456 related to land disturbance permits shall be in accordance with the fee rates set forth in Section  
1457 500.010 of Florissant City Code of Ordinances. In applying the code enforcement fee schedule,  
1458 the total estimated cost of land disturbance activities shall include applicable grubbing, site  
1459 clearing, rough grading, sediment and erosion control measures, excavating, backfill, final  
1460 grading, concrete flatwork, asphalt pavement and final landscaping. The Department of Public  
1461 Works may require a bona fide contract(s) or any affidavit of the owner of the project, in which  
1462 the applicant and owner verify the total cost of the site improvements related to the permit. The  
1463 Department of Public Works is authorized to establish the fee by determining the plan review  
1464 cost and estimating the total number of inspections required when, in the opinion of the  
1465 Department of Public Works, the fee resulting from this method more closely relates to the cost  
1466 of enforcing the requirements of this code.

1467 **C. Department Of Highways And Traffic.** Fees for the activities of the Department of  
1468 Highways and Traffic related to land disturbance permits shall be in accordance with the  
1469 applicable department's regulations.

1470 **Section 505.413. Storm Water Pollution Prevention Plan (SWPPP).** [Ord. No. 7358 §1, 11-  
1471 29-2006]

1472 **A. Content — Storm Water Pollution Prevention Plan (SWPPP).** The design requirements in  
1473 Section 505.414 of this code shall be complied with when developing the Storm Water Pollution  
1474 Prevention Plan and the plan shall include the following:

- 1475 **1.** Name, address and telephone number of the site owner and the name, address and telephone  
1476 number of the individual who will be in overall responsible charge of construction/development  
1477 activities at the site.
- 1478 **2.** Site address or location description and parcel identification number(s).
- 1479 **3.** A site map showing the outlines of the total project area, the areas to be disturbed, existing  
1480 land uses, locations and names of surface water bodies, locations of flood plains, locations of  
1481 temporary and permanent Best Management Practices (BMP) and such other information as may  
1482 be required by the department(s) having enforcement authority and responsibilities described in  
1483 Section 505.406 of this code.
- 1484 **4.** Existing contours of the site and adjoining strips of off-site property and proposed contours  
1485 after completion of the proposed land disturbance and development, based on United States  
1486 Geological Survey datum, with established elevations at buildings, walks, drives, street and  
1487 roads; and information on necessary clearing and grubbing, removal of existing structures,  
1488 excavating, filling, spreading and compacting.
- 1489 **5.** A natural resources map identifying soils, forest cover and resources protected under other  
1490 provisions of City ordinances.
- 1491 **6.** An estimate of the runoff coefficient of the site prior to disturbance and the runoff coefficient  
1492 after the construction addressed in the permit application is completed.
- 1493 **7.** Estimated quantity of land to be disturbed.
- 1494 **8.** Details of the site drainage pattern both before and after major land disturbance activities.
- 1495 **9.** Access to construction site.
- 1496 **10.** Description of Best Management Practices (BMP) to be utilized to control erosion and  
1497 sedimentation during the period of land disturbance.
- 1498 **11.** Description of Best Management Practices (BMP) to be utilized to prevent other potential  
1499 pollutants such as construction wastes, toxic or hazardous substances, petroleum products,  
1500 pesticides, herbicides, site litter, sanitary wastes and other pollutants from entering the natural  
1501 drainage ways during the period of construction and land disturbance.
- 1502 **12.** Description of Best Management Practices (BMP) that will be installed during land  
1503 disturbance to control pollutants in storm water discharges that will occur after land disturbance  
1504 activity has been completed.
- 1505 **13.** Location of temporary off-street parking and wash down area for related vehicles.
- 1506 **14.** Sources of off-site borrow material or spoil sites and all information relative to haul routes,  
1507 trucks and equipment.

1508 **15.** The anticipated sequence of construction and land disturbance activities, including  
1509 installation of Best Management Practices (BMP), removal of temporary Best Management  
1510 Practices (BMP), stripping and clearing; rough grading; construction utilities, infrastructure and  
1511 buildings; and final grading and landscaping. Sequencing shall identify the expected date(s) on  
1512 which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing,  
1513 installation of temporary erosion and sediment control measures and establishment of permanent  
1514 vegetation.

1515 **16.** All erosion and sediment control measures necessary to meet the objectives of this code  
1516 throughout all phases of construction and after completion of site development. Depending upon  
1517 the complexity of the project, the drafting of intermediate plans may be required at the close of  
1518 each season.

1519 **17.** Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding  
1520 dates, type and rate of lime and fertilizer application and kind and quantity of mulching for both  
1521 temporary and permanent vegetative control measures.

1522 **18.** Provisions for maintenance of control facilities, including easements and estimates of the  
1523 cost of maintenance.

1524 **19.** Plans for responding to any loss of contained sediment to include the immediate actions the  
1525 permit holder will take in case of a containment failure. This plan must include documentation of  
1526 actions and mandatory reporting to the Department of Public Works.

1527 **20.** Schedules and procedures for routine inspections of any structures provided to prevent  
1528 pollution of storm water or to remove pollutants from storm water and of the site in general to  
1529 ensure all Best Management Practices (BMP) are continually implemented and are effective.

1530 **B. Required Plan Amendments — Storm Water Pollution Prevention Plan (SWPPP).** The  
1531 permit holder shall amend the Storm Water Pollution Prevention Plan whenever:

1532 **1.** Design, operation or maintenance of Best Management Practices (BMP) is changed;

1533 **2.** Design of the construction project is changed that could significantly affect the quality of the  
1534 storm water discharges;

1535 **3.** Site operator's inspections indicate deficiencies in the Storm Water Pollution Prevention Plan  
1536 (SWPPP) or any Best Management Practices (BMP);

1537 **4.** Inspections by City or by the Missouri Department of Natural Resources indicate deficiencies  
1538 in the Storm Water Pollution Prevention Plan (SWPPP) or any Best Management Practices  
1539 (BMP);

1540 **5.** The Storm Water Pollution Prevention Plan (SWPPP) is determined to be ineffective in  
1541 significantly minimizing or controlling erosion or excessive sediment deposits in streams or  
1542 lakes;

1543 6. The Storm Water Pollution Prevention Plan (SWPPP) is determined to be ineffective in  
 1544 preventing pollution of waterways from construction wastes, chemicals, fueling facilities,  
 1545 concrete truck washouts, toxic or hazardous materials, site litter or other substances or wastes  
 1546 likely to have an adverse impact on water quality;

1547 7. Total settleable solids from a storm water outfall exceeds one-half (0.5) ml/L/hr if the  
 1548 discharge is within the prescribed proximity of a "Valuable Resource Water" as defined by the  
 1549 Missouri Department of Natural Resources;

1550 8. Total settleable solids from a storm water outfall exceeds two and one-half (2.5) ml/L/hr for  
 1551 any other outfall; or

1552 9. The City or County or the Missouri Department of Natural Resources determines violations of  
 1553 water quality standards may occur or have occurred.

1554 C. Permit Holder Responsibilities For Administration Of Storm Water Pollution Prevention Plan  
 1555 (SWPPP). The permit holder shall:

1556 1. Notify all contractors and other entities (including utility crews, City employees or their  
 1557 agents) that will perform work at the site of the existence of the Storm Water Pollution  
 1558 Prevention Plan (SWPPP) and what actions or precautions shall be taken while on site to  
 1559 minimize the potential for damaging any Best Management Practices (BMP);

1560 2. Determine the need for and establish training programs to ensure that all site workers have  
 1561 been trained, at a minimum, in erosion control, material handling and storage and housekeeping;

1562 3. Provide copies of the Storm Water Pollution Prevention Plan (SWPPP) to all parties who are  
 1563 responsible for installation, operation or maintenance of any Best Management Practices (BMP);  
 1564 and

1565 4. Maintain a current copy of the Storm Water Pollution Prevention Plan (SWPPP) on the site at  
 1566 all times.

1567 **Section 505.414. General.** [Ord. No. 7358 §1, 11-29-2006]

1568 **A. Design.** The design of erosion and settlement controls required for land disturbance activities  
 1569 shall comply with the following minimum requirements:

1570 1. Land disturbance, erosion and sediment control practices and watercourse crossings shall be  
 1571 adequate to prevent transportation of sediment from the site.

1572 2. Materials brought to any site or property under a permit issued under this code, where said  
 1573 material is intended to be utilized as fill material at the site for land disturbance, erosion or  
 1574 sediment control, shall consist of clean uncontaminated earth, soil, dirt, sand, rocks, gravel or  
 1575 masonry materials only.

- 1576 3. Cut and fill slopes shall be no greater than three to one (3:1) except as approved by the  
1577 Department of Public Works or the applicable Department of Highways and Traffic to meet  
1578 other community or environmental objectives.
- 1579 4. Clearing and grading of natural resources, such as forest and wetlands, shall not be permitted,  
1580 except when in compliance with all other City ordinances.
- 1581 5. Clearing techniques that retain existing vegetation to the maximum extent practicable shall be  
1582 used and the time period for disturbed areas to be without vegetative cover shall be minimized to  
1583 the extent practicable.
- 1584 6. Clearing, except that necessary to establish sediment control devices, shall not begin until all  
1585 sediment control devices have been installed and have been stabilized.
- 1586 7. Phasing shall be required on all sites disturbing greater than thirty (30) acres of land. The size  
1587 of each phase will be established by the Department of Public Works at the time of plan review  
1588 for the issuance of a major land disturbance permit.
- 1589 **B. Erosion Control Design.** Erosion control requirements shall include the following:
- 1590 1. Soil stabilization shall be completed within five (5) days of clearing or inactivity in  
1591 construction.
- 1592 2. If seeding or another vegetative erosion control method is used, it shall become established  
1593 within two (2) weeks or the site shall be reseeded or a non-vegetative option employed.
- 1594 3. Techniques shall be employed to ensure stabilization on steep slopes and in drainage ways.
- 1595 4. Soil stockpiles must be stabilized or covered at the end of each workday or perimeter controls  
1596 must be in place to prevent silt from the stockpile from leaving the site.
- 1597 5. The entire site must be stabilized, using a heavy mulch layer or another method that does not  
1598 require germination to control erosion, at the close of the construction season.
- 1599 6. Techniques shall be employed to prevent the blowing of dust or sediment from the site.
- 1600 7. Techniques shall be employed to divert upland runoff past disturbed slopes.
- 1601 **C. Sediment Control Design.** Sediment control requirements shall include:
- 1602 1. Settling basins, sediment traps or tanks and perimeter controls.
- 1603 2. Settling basins shall be provided for each drainage area within ten (10) or more acres disturbed  
1604 at one time and shall be sized to contain one-half (0.5) inch of sediment from the drainage area  
1605 and be able to contain a 2-year, 24-hour storm. If the provision of a basin this size is impractical,

1606 other similarly effective Best Management Practices (BMP), as evaluated and specified in the  
1607 Storm Water Pollution Prevention Plan (SWPPP), shall be provided.

1608 **3.** Settling basins shall be designed in a manner that allows adaptation to provide long-term  
1609 storm water management as required by the City or enforcement authority and responsibilities  
1610 described in Section 505.406 of this code.

1611 **4.** Settling basins shall have stabilized spillways to minimize the potential for erosion of the  
1612 spillway or basin embankment.

1613 **5.** Protection for adjacent properties by the use of a vegetated buffer strip in combination with  
1614 perimeter controls.

1615 **D. Watercourse Design.** Watercourse protection requirements shall include:

1616 **1.** Encroachment into or crossings of active watercourses/riparian areas and wetlands shall be  
1617 avoided to the maximum extent practicable. All City, State and Federal permits and approvals  
1618 shall be obtained by a permit holder prior to beginning work authorized by a City of Florissant  
1619 land disturbance permit.

1620 **2.** Stabilization of any watercourse channels before, during and after any in-channel work.

1621 **3.** If a defined watercourse is to be realigned or reconfigured, clearing and grubbing activities  
1622 within fifty (50) feet of the watercourse shall not begin until all materials and equipment  
1623 necessary to protect the watercourse and complete the work are on site. Once started, work shall  
1624 be completed as soon as possible. Areas within fifty (50) feet of the watercourse shall be  
1625 recontoured and revegetated, seeded or otherwise protected within five (5) working days after  
1626 land disturbance activities have ceased.

1627 **4.** All storm water conveyances shall be designed according to the criteria of the St. Louis  
1628 Metropolitan Sewer District (MSD) and the necessary MSD permits obtained.

1629 **5.** Stabilization adequate to prevent erosion shall be provided at the outlets of all pipes and paved  
1630 channels.

1631 **E. Construction Site Access Design.** Construction site access requirements for major land  
1632 disturbance activities shall include:

1633 **1.** A temporary access road provided at all land disturbance sites including a wash down area  
1634 supporting all active sites.

1635 **2.** The applicable Department of Highways and Traffic may require other measures to ensure that  
1636 construction vehicles do not track sediment onto public streets or be washed with wash effluent  
1637 channeled directly into storm drains.

1638 **F. Control of Construction Materials and Waste.** Control requirements for construction  
1639 materials, construction wastes and other wastes generated on site at land disturbance sites shall  
1640 include provisions satisfactory to the City department(s) having enforcement authority and  
1641 responsibilities described in Section 505.406 of the code for:

1642 **1.** Spill prevention and control facilities for materials such as paint, solvents, petroleum products,  
1643 chemicals, toxic or hazardous substances, substances regulated under the Resource Conservation  
1644 and Recovery Act (RCRA) or the Comprehensive Environmental Response, Compensation and  
1645 Liability Act (CERLA) and any wastes generated from the use of such materials and substances,  
1646 including their containers. Any containment systems employed to meet this requirement shall be  
1647 constructed of materials compatible with the substances contained and shall be adequate to  
1648 protect both surface and ground water.

1649 **2.** Collection and disposal of discarded building materials and other construction site wastes,  
1650 including those listed in Section 505.414(F)(1) above.

1651 **3.** Litter control.

1652 **4.** Control of concrete truck washouts.

1653 **5.** Assurance that on-site fueling facilities will adhere to applicable Federal and State regulations  
1654 concerning storage and dispensers.

1655 **6.** Provision of sufficient temporary toilet facilities to serve the number of workers on major land  
1656 disturbance sites.

1657 **Section 505.415 Inspections.** [Ord. No. 7358 §1, 11-29-2006]

1658 **A. General.**

1659 **1. Department of Public Works — General.** The City department(s) having enforcement  
1660 authority and responsibilities described in Section 505.106 of this code shall make inspections as  
1661 herein required and shall either approve that portion of the work completed or shall notify the  
1662 permit holder wherein the work fails to comply with the land disturbance, erosion and sediment  
1663 control plan as approved. Plans for land disturbance, stripping, excavating and filling work  
1664 bearing the stamp of approval of the department issuing the permit shall be maintained at the site  
1665 during the progress of the work. To obtain inspections, a permit holder shall notify the  
1666 Department of Public Works at least two (2) working days before the following:

1667 **a.** Start of construction.

1668 **b.** Installation of sediment and erosion measures.

1669 **c.** Completion of site clearing.

1670 **d.** Completion of rough grading.



1671 e. Completion of final grading.

1672 f. Close of the construction season.

1673 g. Completion of final landscaping.

1674 Exception: Inspections conducted by the Department of Highways and Traffic related to  
1675 construction and maintenance of County highways and roadways.

1676 **2. Extra inspections.** In addition to the inspections otherwise required, the Department of Public  
1677 Works is authorized to perform and charge fees for extra inspections or reinspections which in  
1678 their judgment are reasonably necessary due to non-compliance with the requirements of this  
1679 code or work not ready or accessible for inspection when requested.

1680 **3. Permit holder inspection and report responsibilities — major land disturbances.** The  
1681 holder of a major land disturbance permit or his/her agent shall cause regular inspection of land  
1682 disturbance sites, including all erosion and sediment and other pollutant control measures,  
1683 outfalls and off-site receiving waters in accordance with the inspection schedule outlined in the  
1684 approved Storm Water Pollution Prevention Plan (SWPPP). Inspections must be scheduled at  
1685 least once per week and no later than seventy-two (72) hours after heavy rain. The purpose of  
1686 such inspections will be to ensure proper installation, operation and maintenance of Best  
1687 Management Practices (BMP) and to determine the overall effectiveness of the Storm Water  
1688 Pollution Prevention Plan (SWPPP) and the need for additional control measures. All inspections  
1689 shall be documented in written form on weekly reports with copies submitted to the Department  
1690 of Public Works at the time interval specified in the permit. Permit holder inspection reports  
1691 must include the following minimum information:

1692 a. Inspector's name and signature;

1693 b. Date of inspection;

1694 c. Observations relative to the effectiveness of the Best Management Practices (BMPs);

1695 d. Actions taken or necessary to correct deficiencies; and

1696 e. A listing of areas where land disturbance operations have permanently or temporarily stopped.

1697 The permit holder shall notify the site contractor(s) responsible for any deficiencies identified so  
1698 that deficiencies can be corrected within seven (7) calendar days of the weekly inspection report.

1699 **4. Verification of permit holder's reports.** The Department of Public Works may make extra  
1700 inspections as deemed necessary to ensure the validity of the reports filed under this Section or to  
1701 otherwise ensure proper installation, operation and maintenance of storm water Best  
1702 Management Practices (BMP) and to determine the overall effectiveness of the Storm Water  
1703 Pollution Prevention Plan (SWPPP) and the need for additional control measures.

1704 **Section 505.416 Implementation — Effective Date of Code Provisions.** [Ord. No. 7358 §1,  
1705 11-29-2006]

1706 The provisions of this code shall become effective thirty (30) days after its adoption by the  
1707 Florissant City Council.

1708 **ARTICLE XIII. SECTION 505.050. STREAM BUFFER ORDINANCE**

1709 **Section 505.051 Title.** [Ord. No. 7533 §1, 8-15-2008]

1710 This Article shall be known as the "Florissant Stream Buffer Protection Ordinance".

1711 **Section 505.052 Introduction.** [Ord. No. 7533 §1, 8-15-2008]

1712 A. The City of Florissant finds that buffers adjacent to stream systems provide numerous  
1713 environmental protection and resource management benefits which can include the  
1714 following:

1715 1. Protection, restoring and maintaining the chemical, physical and biological integrity of  
1716 streams and their water resources;

1717 2. Removing pollutants delivered in urban stormwater;

1718 3. Reducing erosion and controlling sedimentation;

1719 4. Protection and stabilizing stream banks;

1720 5. Providing for infiltration of stormwater runoff;

1721 6. Maintaining base flow of streams;

1722 7. Contributing the organic matter that is a source of food and energy for the aquatic  
1723 ecosystem;

1724 8. Providing tree canopy to shade streams and promote desirable aquatic habitat;

1725 9. Providing riparian wildlife habitat;

1726 10. Furnishing scenic value and recreational opportunity;

1727 11. Providing opportunities for the protection and restoration of green space.

1728 **Section 505.053 Purpose.** [Ord. No. 7533 §1, 8-15-2008]

1729 The purpose of this Article is to establish minimal acceptable requirements for the design of  
1730 buffers to protect the streams, wetlands and floodplains of the City of Florissant; to protect the

1731 water quality of watercourses, reservoirs, lakes and other significant water resources within the  
1732 City of Florissant; to protect Florissant's riparian and aquatic ecosystems; and to provide for the  
1733 environmentally sound use of Florissant's land resources.

1734 **Section 505.054 Definitions.** [Ord. No. 7533 §1, 8-15-2008]

1735 The following words, terms and phrases, when used in this Article, shall have the meanings  
1736 ascribed to them in this Section, except where the context clearly indicates a different meaning:

1737 **BUFFER:** With respect to a stream, a natural or enhanced vegetated area (established by Section  
1738 **505.506** below) lying adjacent to the stream.

1739 **FLOODPLAIN:** Any land area susceptible to flooding, which would have at least a one percent  
1740 (1%) probability of flooding occurrence in any calendar year based on the basin being fully  
1741 developed as shown on the current land use plan, i.e., the regulatory flood. This pertains to the  
1742 100-year flood plain only.

1743 **IMPERVIOUS COVER:** Any manmade paved, hardened or structural surface regardless of  
1744 material. Impervious cover includes, but is not limited to, rooftops, buildings, streets, roads,  
1745 decks, swimming pools and any concrete or asphalt, unless such asphalt or concrete is designed  
1746 to allow the saturation of water into the ground and is approved by the Director of Public Works  
1747 as a pervious surface.

1748 **LAND DEVELOPMENT:** Any land change including, but not limited to, clearing, grubbing,  
1749 stripping, removal of vegetation, dredging, grading, excavating, transporting and filling of land,  
1750 construction, paving and any other installation of impervious cover.

1751 **LAND DEVELOPMENT ACTIVITY:** Those actions or activities which comprise, facilitate or  
1752 result in land development.

1753 **LAND DISTURBANCE:** Any land or vegetation change, including, but not limited to, clearing,  
1754 grubbing, stripping, removal of vegetation, dredging, grading, excavating, transporting and  
1755 filling of land, that do not involve construction, paving or any other installation of impervious  
1756 cover.

1757 **LAND DISTURBANCE ACTIVITY:** Those actions or activities which comprise, facilitate or  
1758 result in land disturbance.

1759 **PARCEL:** Any plot, lot or acreage shown as a unit on the latest County tax assessment records.

1760 **PERMIT:** The permit issued by the Building Division required for undertaking any land  
1761 development activity.

1762 **PERSON:** Any individual, partnership, firm, association, joint venture, public or private  
1763 corporation, trust, estate, commission, board, public or private institution, utility, cooperative,

1764 City, County or other political subdivision of the State, any interstate body or any other legal  
1765 entity.

1766 **PROTECTION AREA OR STREAM PROTECTION AREA:** With respect to a stream, the  
1767 combined areas of all required buffers and setbacks applicable to such stream.

1768 **RIPARIAN:** Belonging or related to the bank of a river, stream, lake, pond or impoundment.

1769 **SETBACK:** With respect to a stream, the area established by Section **505.122** extending beyond  
1770 any buffer applicable to the stream.

1771 **STREAM:** Any stream, beginning at:

1772 1. All natural watercourses depicted by a solid or dashed blue line on the most current United  
1773 States Geological Survey (U.S.G.S.) 7.5 Minute Series (Topographic) Maps for Missouri; or

1774 2. A point in the stream channel with a drainage area of twenty-five (25) acres or more.

1775 **STREAM BANK:** The sloping land that contains the stream channel and the normal flows of  
1776 the stream. Where no established top-of-bank can be determined, the stream bank will be the  
1777 "ordinary high water mark" as defined by the Corps of Engineers in Title 33 of the Code of  
1778 Federal Regulation, Part 3283.3.

1779 **STREAM CHANNEL:** The portion of the watercourse that contains the base flow of the  
1780 stream.

1781

1782 **Section 505.055 Applicability.** [Ord. No. 7533 §1, 8-15-2008]

1783 A. This Article shall apply to all land development activity on property containing a stream  
1784 protection area as defined in Section **505.054** of this Article. These requirements are in  
1785 addition to, and do not replace or supersede, any other applicable buffer or floodplain  
1786 requirements established under State or local law and approval or exemption from these  
1787 requirements do not constitute approval or exemption from buffer requirements established  
1788 under State law or from other applicable local, State or Federal regulations.

1789 B. ***Legal Non-Conforming Provisions.*** The following shall not apply to this Article:

1790 1. Work consisting of the repair or maintenance of any lawful use of land that is zoned and  
1791 approved for such use on or before the effective date of this Article.

1792 2. Existing development and ongoing land disturbance activities including, but not limited to,  
1793 existing agriculture, silviculture, landscaping, gardening and lawn maintenance, except that  
1794 new development or land disturbance activities on such properties will be subject to all  
1795 applicable buffer requirements.

- 1796 3. Any land development activity that is under construction, fully approved for development,  
1797 scheduled for permit approval or has been submitted for approval as of the effective date of  
1798 this Article.
- 1799 4. Land development activity that has not been submitted for approval but that is part of a  
1800 larger master development plan, such as for an office park or other phased development that  
1801 has been previously approved within two (2) years of the effective date of this Article.
- 1802 C. **Exemptions.** The following specific activities are exempt from this Article. Exemption of  
1803 these activities does not constitute an exemption for any other activity proposed on a  
1804 property.
- 1805 1. Activities for the purpose of building one (1) of the following:
- 1806 a. A stream crossing by a driveway (bridge), transportation route or utility line;
- 1807 b. Public water supply intake or public wastewater structures or stormwater outfalls;
- 1808 c. Intrusions necessary to provide access to a property;
- 1809 d. Public access facilities that must be on the water including boat ramps, docks, foot trails,  
1810 leading directly to the river, fishing platforms and overlooks;
- 1811 e. Foot trails and paths, pervious or impervious, approved only by the Director of Public  
1812 Works;
- 1813 f. Activities to restore and enhance stream bank stability, vegetation, water quality and/or  
1814 aquatic habitat, so long as native vegetation and bioengineering techniques are used and  
1815 said work is approved by the Director of Public Works.
- 1816 2. **Public line easements.** This includes such impervious cover as is necessary for the  
1817 operation and maintenance of the utility including, but not limited to, manholes, vents and  
1818 valve structures. This exemption shall not be construed as allowing the construction of  
1819 roads, bike paths or other transportation routes in such easements, regardless of paving  
1820 material, except for access for the uses specifically cited in item (1) above.
- 1821 3. Land development activities within a right-of-way existing at the time this Article takes  
1822 effect or approved under the terms of this Article.
- 1823 4. Within an easement of any utility existing at the time this Article takes effect or approved  
1824 under the terms of this Article, land disturbance activities and such impervious cover as is  
1825 necessary for the operation and maintenance of the utility including, but not limited to,  
1826 manholes, vents and valve structures.
- 1827 5. Emergency work necessary to preserve life or property. However, when emergency work is  
1828 performed under this Section, the person performing it shall report such work to the

1829 Director of Public Works on the next business day after commencement of the work. Within  
1830 ten (10) days thereafter, the person shall apply for a permit and perform such work within  
1831 such time period as may be determined by the review and permitting authority to be  
1832 reasonably necessary to correct any impairment such emergency work may have caused to  
1833 the water conveyance capacity, stability or water quality of the protection area.

1834 6. Forestry and silviculture activities on land that is zoned for forestry, silvicultural or  
1835 agricultural uses and are not incidental to other land development activity. If such activity  
1836 results in land disturbance in the buffer that would otherwise be prohibited, then no other  
1837 land disturbing activity other than normal forest management practices will be allowed on  
1838 the entire property for three (3) years after the end of the activities that intruded on the  
1839 buffer.

1840 7. Any activities approved under a 404 permit issued by the Corps of Engineers and 401 water  
1841 quality certification issued by the Missouri Department of Natural Resources. After the  
1842 effective date of this Article, the requirements herein shall apply to new subdivisions and  
1843 platting activities. Any land development activity within a buffer established hereunder or  
1844 any impervious cover within a setback established hereunder is prohibited unless a variance  
1845 is granted pursuant to Section **505.506** of this Article.

1846 **Section 505.056 Land Development Requirements.** [Ord. No. 7533 §1, 8-15-2008]

1847 A. ***Buffer And Setback Requirements.*** All land development activity subject to this Article  
1848 shall meet the following requirements:

1849 1. For streams depicted as a solid blue line on the U.S.G.S. map, an undisturbed natural  
1850 vegetative buffer shall be maintained for fifty (50) feet, measured horizontally, on both  
1851 banks (as applicable) of the stream as measured from the top of the stream bank. For all  
1852 other streams subject to this Article, an undisturbed natural vegetative buffer shall be  
1853 maintained for twenty-five (25) feet, measured horizontally, on both banks (as applicable)  
1854 of the stream as measured from the top of the stream bank.

1855 2. An additional setback shall be maintained for twenty-five (25) feet, measured horizontally,  
1856 beyond the undisturbed natural vegetative buffer, in which all impervious cover shall be  
1857 prohibited, except pervious paving shall be allowed when reviewed and approved by the  
1858 Director of Public Works. Grading, filling and earthmoving shall be minimized within the  
1859 setback.

1860 3. No septic tanks or septic tank drain fields shall be permitted within the buffer or the  
1861 setback.

1862 B. ***Variance Procedures.*** Variances from the above buffer and setback requirements may be  
1863 granted in accordance with the following provisions:

1864 1. Where a parcel was platted prior to the effective date of this Article, and its shape,  
1865 topography or other existing physical condition prevents land development consistent with

1866 this Article, and the Director of Public Works finds and determines that the requirements of  
1867 this Article prohibit the otherwise lawful use of the property by the owner, the City Council  
1868 may grant a variance from the buffer and setback requirements hereunder, provided such  
1869 variance requires mitigation measures to offset the effects of any proposed land  
1870 development on the parcel.

1871 2. Except as provided above, the City Council shall grant no variance from any provision of  
1872 this Article without first conducting a public hearing on the application for variance and  
1873 authorizing the granting of the variance by an affirmative vote of the City Council. The City  
1874 of Florissant shall give public notice of each such public hearing in a newspaper of general  
1875 circulation within the City of Florissant. The City of Florissant shall require that the  
1876 applicant post a sign giving notice of the proposed variance and the public hearing. The sign  
1877 shall be of a size and posted in such a location on the property as to be clearly visible from  
1878 the primary adjacent road right-of-way.

1879 C. Variances will be considered only in the following cases:

1880 1. When a property's shape, topography or other physical conditions existing at the time of the  
1881 adoption of this Article prevents land development unless a buffer variance is granted.

1882 2. Unusual circumstances when strict adherence to the minimal buffer requirements in this  
1883 Article would create an extreme hardship. Variances will not be considered when, following  
1884 adoption of this Article, actions of any property owner of a given property have created  
1885 conditions of a hardship on that property.

1886 3. At a minimum, a variance request shall include the following information:

1887 a. A site map that includes locations of all streams, wetlands, floodplain boundaries and other  
1888 natural features as determined by field survey;

1889 b. A description of the shape, size, topography, slope, soils, vegetation and other physical  
1890 characteristics of the property;

1891 c. A detailed site plan that shows the locations of all existing and proposed structures and  
1892 other impervious cover, the limits of all existing and proposed land disturbance, both inside  
1893 and outside the buffer and setback. The exact area of the buffer to be affected shall be  
1894 accurately and clearly indicated;

1895 d. Documentation of unusual hardship should the buffer be maintained;

1896 e. At least one (1) alternative plan, which does not include a buffer or setback intrusion, or an  
1897 explanation of why such a site plan is not possible;

1898 f. A calculation of the total area and length of the proposed intrusion;

1899 g. A stormwater management site plan, if applicable; and

1900 h. Proposed mitigation, if any, for the intrusion. If no mitigation is proposed, the request must  
1901 include an explanation of why none is being proposed.

1902 **D. The following factors will be considered in determining whether to issue a variance:**

1903 1. The shape, size, topography, slope, soils, vegetation and other physical characteristics of the  
1904 property;

1905 2. The locations of all streams on the property, including along property boundaries;

1906 3. The location and extent of the proposed buffer or setback intrusion;

1907 4. Whether alternative designs are possible which require less intrusion or no intrusion;

1908 5. The long-term and construction water-quality impacts of the proposed variance;

1909 6. Whether issuance of the variance is at least as protective of natural resources and the  
1910 environment.

1911 **Section 505.057 Compatibility With Other Regulations and Requirements.** [Ord. No. 7533  
1912 §1, 8-15-2008]

1913 This Article is not intended to interfere with, abrogate or annul any other ordinance, rule or  
1914 regulation, Statute or other provision of law. The requirements of this Article should be  
1915 considered minimum requirements and where any provision of this Article imposes restrictions  
1916 different from those imposed by any other ordinance, rule, regulation or other provision of law,  
1917 whichever provisions are more restrictive or impose higher protective standards for human health  
1918 or the environment shall be considered to take precedence.

1919 **Section 505.058 Additional Information Requirements For Development On Buffer Zone**  
1920 **Properties.** [Ord. No. 7533 §1, 8-15-2008]

1921 A. Any permit applications for property requiring buffers and setbacks hereunder must include  
1922 the following:

1923 1. A site plan showing:

1924 a. The location of all streams on the property;

1925 b. Limits of required stream buffers and setbacks on the property;

1926 c. Buffer zone topography with contour lines at no greater than five (5) foot intervals;

1927 d. Delineation of forested and open areas in the buffer zone; and



1928 e. Detailed plans of all proposed land development in the buffer and of all proposed  
1929 impervious cover within the setback.

1930 2. A description of all proposed land development within the buffer and setback; and

1931 3. Any other documentation that the Director of Public Works may reasonably deem necessary  
1932 for review of the application and to insure that the Buffer Zone Ordinance is addressed in  
1933 the approval process. All buffer and setback areas must be recorded on the final plat of the  
1934 property following plan approval. A note to reference the vegetated buffer shall state:  
1935 "There shall be no clearing, grading, construction or disturbance of vegetation except as  
1936 permitted by Stream Buffer Protection Ordinance of the City of Florissant".

1937 **Section 505.059 Responsibility.** [Ord. No. 7533 §1, 8-15-2008]

1938 Neither the issuance of a development permit nor compliance with the conditions thereof, nor  
1939 with the provisions of this Article shall relieve any person from any responsibility otherwise  
1940 imposed by law for damage to persons or property; nor shall the issuance of any permit  
1941 hereunder serve to impose any liability upon the City of Florissant, its officers or employees for  
1942 injury or damage to persons or property.

1943 **Section 505.060 Inspection.** [Ord. No. 7533 §1, 8-15-2008]

1944 A. The Director of Public Works may cause inspections of the work of the buffer or setback to  
1945 be made periodically during the course thereof and shall make a final inspection following  
1946 completion of the work. The permittee shall assist the Director of Public Works in making  
1947 such inspections. The City of Florissant shall have the authority to conduct such  
1948 investigations as it may reasonably deem necessary to carry out its duties as prescribed in  
1949 this Article and for this purpose to enter at reasonable time upon any property, public or  
1950 private, for the purpose of investigating and inspecting the sites of any land development  
1951 activities within the protection area.

1952 B. No person shall refuse entry or access to any authorized representative or agent who  
1953 requests entry for purposes of inspection and who presents appropriate credentials, nor shall  
1954 any person obstruct, hamper or interfere with any such representative while in the process  
1955 of carrying out official duties.

1956 **Section 505.061 Violations, Enforcement and Penalties.** [Ord. No. 7533 §1, 8-15-2008]

1957 A. Any action or inaction which violates the provisions of this Article or the requirements of  
1958 an approved site plan or permit may be subject to the enforcement actions outlined in this  
1959 Section. Any such action or inaction which is continuous with respect to time is deemed to  
1960 be a public nuisance and may be abated by injunctive or other equitable relief. The  
1961 imposition of any of the penalties described below shall not prevent such equitable relief.

1962 1. **Notice of violation.** If the Director of Public Works determines that an applicant or other  
1963 responsible person has failed to comply with the terms and conditions of a permit, an

1964 approved site plan or the provisions of this Article, a written notice of violation shall be  
 1965 issued to such applicant or other responsible person. Where a person is engaged in activity  
 1966 covered by this Article without having first secured the appropriate permit thereof, the  
 1967 notice of violation shall be served on the owner or the responsible person in charge of the  
 1968 activity being conducted on the site. The notice of violation shall contain:

1969 a. The name and address of the owner or the applicant or the responsible person;

1970 b. The address or other description of the site upon which the violation is occurring;

1971 c. A statement specifying the nature of the violation;

1972 d. A description of the remedial measures necessary to bring the action or inaction into  
 1973 compliance with the permit, the approved site plan or this Article and the date for the  
 1974 completion of such remedial action;

1975 e. A statement of the penalty or penalties that may be assessed against the person to whom the  
 1976 notice of violation is directed; and

1977 f. A statement that the determination of violation may be appealed to the Director of Public  
 1978 Works by filing a written notice of appeal within thirty (30) days after the notice of  
 1979 violation (except that in the event the violation constitutes an immediate danger to public  
 1980 health or public safety, twenty-four (24) hours' notice shall be sufficient).

1981 2. ***Penalties.*** In the event the remedial measures described in the notice of violation have not  
 1982 been completed by the date set forth for such completion in the notice of violation, any one  
 1983 (1) or more of the following actions or penalties may be taken or assessed against the person  
 1984 to whom the notice of violation was directed. Before taking any of the following actions or  
 1985 imposing any of the following penalties, the Director of Public Works shall first notify the  
 1986 applicant or other responsible person in writing of its intended action and shall provide a  
 1987 reasonable opportunity of not less than ten (10) days (except that in the event the violation  
 1988 constitutes an immediate danger to public health or public safety, twenty-four (24) hours'  
 1989 notice shall be sufficient) to correct such violation. In the event the applicant or other  
 1990 responsible person fails to correct such violation after such notice and corrective action  
 1991 period, the Director of Public Works may take any one (1) or more of the following actions  
 1992 or impose any one (1) or more of the following penalties.

1993 a. ***Stop work order.*** The Director of Public Works may issue a stop work order which shall be  
 1994 served on the applicant or other responsible person. The stop work order shall remain in  
 1995 effect until the applicant or other responsible person has taken the remedial measures set  
 1996 forth in the notice of violation or has otherwise corrected the violation or violations  
 1997 described therein, provided the stop work order may be withdrawn or modified to enable the  
 1998 applicant or other responsible person to take necessary remedial measures to correct such  
 1999 violation or violations.

2000 b. ***Withhold certificate of occupancy.*** The Director of Public Works may refuse to issue a  
2001 certificate of occupancy for the building or other improvements constructed or being  
2002 constructed on the site until the applicant or other responsible person has taken the remedial  
2003 measures set forth in the notice of violation or has otherwise corrected the violations  
2004 described therein.

2005 c. ***Suspension, revocation or modification of permit.*** The Director of Public Works may  
2006 suspend, revoke or modify the permit authorizing the land development project. A  
2007 suspended, revoked or modified permit may be reinstated after the applicant or other  
2008 responsible person has taken the remedial measures set forth in the notice of violation or has  
2009 otherwise corrected the violations described therein, provided such permit may be reinstated  
2010 (upon such conditions as the Director of Public Woks may deem necessary) to enable the  
2011 applicant or other responsible person to take the necessary remedial measures to correct  
2012 such violations.

2013 d. ***Penalties.*** For violations of this Article, the Director of Public Works may issue a citation to  
2014 the applicant or other responsible person, requiring such person to appear in the Florissant  
2015 Municipal Court to answer charges for such violation. Upon conviction, such person shall  
2016 be punished by a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment for  
2017 ninety (90) days or both. Each act of violation and each day upon which any violation shall  
2018 occur shall constitute a separate offense.

2019 **Section 505.062 Administrative Appeal and Judicial Review.** [Ord. No. 7533 §1, 8-15-2008]

2020 A. ***Administrative Appeal.*** Any person aggrieved by a decision or order of the Director of  
2021 Public Works may appeal in writing within seven (7) days after the issuance of such  
2022 decision or order to the Mayor of Florissant and shall be entitled to a hearing before the City  
2023 Council of Florissant within thirty (30) days of receipt of the written appeal.

2024 B. ***Judicial Review.*** Any person aggrieved by a decision or order of City Council, after  
2025 exhausting all administrative remedies, shall have the right to appeal de novo to the Circuit  
2026 Court of St. Louis County, Missouri.

2027 **CHAPTER 510 - EXISTING STRUCTURES AND PROPERTY MAINTENANCE CODE**

2028 The Existing Structures Code of the City or Florissant is for the purpose of controlling existing  
2029 property conditions, ensuring the quality of Florissant neighborhoods, and controlling changes to  
2030 existing structures including additions, remodeling, changes of use, changes of occupancy, and  
2031 control of nuisances. The Existing Structures Code shall consist of the following codes, as  
2032 published by the International Code Council, under these organizational Articles and Sections:  
2033 Article I, Section 510.010 the Property Maintenance Code; Article II, Section 510.025 the  
2034 Existing Buildings Code; Article III, Section 510.040 Occupancy Permits and Transfer of  
2035 Ownership; Article IV, Section 510.090 Notification Of New Electric Customers; Article V,  
2036 Section 510.070 Vacant Residential Structure Fee; Article VI, Section 510.080 Registration Of  
2037 Vacant Residential Buildings; and Article VII, Section 510.060 Abatement of Contamination

2038 Due To Production of Methamphetamine. All appendices, additions, insertions, deletions and  
2039 changes to each code section are set out under its related Article or Section below.

2040 **Section 510.005 Jurisdictional Titles.**

2041 Throughout the City of Florissant Existing Structures Code, wherever the terms "Name of  
2042 Jurisdiction" or "Local Jurisdiction" appear, it shall be deemed to mean "City of Florissant";  
2043 likewise wherever the term "Department of Building Inspection", "department of building  
2044 safety", "the applicable governing authority", "department of property maintenance", or  
2045 "authority having jurisdiction" appears, it shall be deemed to mean "City of Florissant Building  
2046 Department". The terms "code official", "building official", "fire code official" or "supervisor  
2047 of electrical inspection" shall refer to the Building Commissioner of the City of Florissant.

2048 **Section 510.008 Penalties.**

2049 Any person, firm, corporation, Limited Liability Company or other business entity who shall  
2050 violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code  
2051 of Ordinances of the City of Florissant.

2052 **ARTICLE I. PROPERTY MAINTENANCE CODE.**

2053 **Section 510.010 International Property Maintenance Adopted.**

2054 The International Property Maintenance Code, 2015 Edition, as published by the International  
2055 Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period  
2056 of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection  
2057 and examination, and a copy of which is attached hereto and incorporated by this reference as if  
2058 fully set forth herein, is hereby adopted as the Property Maintenance Code of the City of  
2059 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
2060 out in Section 510.020 of this Chapter.

2061 **Section 510.020 Additions, Insertions, Deletions and Amendments.**

2062 The following numbered Sections and Subsections of the International Property Maintenance  
2063 Code, 2015 Edition, as published by the International Code Council, Inc., are hereby amended by  
2064 additions, insertions, deletions and amendments so that such Sections and Subsections shall read  
2065 as follows:

2066 **Section 101.1 Title (Amended):** These regulations shall be known as the Property Maintenance  
2067 Code of the City of Florissant, Missouri, hereinafter referred to as "this code".

2068 **Section 102.3 Application of Other Codes (Amended):** Repairs, additions or alterations to a  
2069 structure, or changes of occupancy, shall be done in accordance with the procedures and  
2070 provisions of the International Building Code, International Existing Building Code,  
2071 International Energy Conservation Code, International Fire Code, International Fuel Gas Code,  
2072 International Mechanical Code, International Residential Code, International Plumbing Code and

2073 NFPA 70. Repairs, additions, or alterations to a structure, or changes of occupancy or use, shall  
2074 be done in accordance with the procedures and provisions of the Code of Ordinances of the City  
2075 of Florissant.

2076 **Section 102.6 Historic Buildings (Amended):** The provisions of this code may not be mandatory  
2077 for existing buildings or structures designated as historic buildings where such buildings are  
2078 judged by the *building official* to be safe in the public interest of health, safety, and welfare.

2079 **Section 103.1 General (Amended):** The Building Department, a division of the Public Works  
2080 Department, shall be responsible for the administration of this code under the supervision of the  
2081 Building Commissioner and Director of Public Works.

2082 **Section 103.2 (Deleted).**

2083 **Section 103.5 Fees (Amended):** The fees for activities and services performed by the department  
2084 in carrying out its responsibilities under this code shall be in accordance with the fee schedule as  
2085 established by the City of Florissant, Missouri. Fees for occupancy permits and inspections shall  
2086 be according to **Section 500.040** of the City of Florissant Code of Ordinances. Fees for vacant  
2087 residential structures shall be according to **Section 500.070** of the City of Florissant Code of  
2088 Ordinances.

2089 **Section 104.6 Department Records (Amended):** The *building official* or his designee shall keep  
2090 records of all business and activities of the department specified in the provisions of this code,  
2091 for the length of time required by the State of Missouri. Such records shall be available to public  
2092 inspection at all appropriate times after receipt by the City Clerk of a written request for  
2093 information.

2094 **Section 106.4 Penalty (Amended):** Any person, firm, corporation, Limited Liability Company or  
2095 other business entity who shall violate any provision of this code shall be subject to the penalties  
2096 of **Section 100.080** of the Code of Ordinances of the City of Florissant.

2097 **Section 107.3 Method of Service (Amended).** Such notice shall be deemed to be properly served  
2098 upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof  
2099 is:

- 2100 1. Delivered personally by leaving the notice with a responsible party of suitable age and  
2101 discretion;  
2102 2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service,  
2103 UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent  
2104 known address or the mailing address according to the real estate property records of St.  
2105 Louis County Missouri.  
2106 3. A copy thereof may be posted in a conspicuous place in or about the structure affected by  
2107 such notice.

2108 **Section 107.6.1 Condominium conversion (Added):** It shall be unlawful for the owner of any  
2109 rental building containing two or more units to convert an existing rental building or unit into a

2110 condominium unless the owner has received authorization from the building official and  
2111 complied with all applicable regulations.

2112 **Section 108.1.6 Utilities (Added).** Each dwelling and/or dwelling unit shall have all the basic  
2113 continuous utility services as a matter of public health and safety which shall include electrical  
2114 service, natural or propane gas service (or other acceptable heating ability), potable drinking  
2115 water service, sanitary sewer service or a fully functional septic sewer system, and solid waste  
2116 (garbage, rubbish, trash) collection service for an approved occupancy.

2117 **Section 108.4 Placarding (Amended).** Upon failure of the *owner*, owner's authorized agent or  
2118 person responsible to comply with the notice provisions within the time given, the *code official*  
2119 shall post on the *premises* or on defective equipment a placard bearing appropriate wording as  
2120 designated by the code official and a statement of the penalties provided for occupying the  
2121 premises, operating the equipment or removing the placard.

2122 **Section 109.1 Imminent Danger (Amended).** When, in the opinion of the *code official*, there is  
2123 *imminent danger* of failure or collapse of a building or structure that endangers life, or when any  
2124 structure or part of a structure has fallen and life is endangered by the occupation of the structure,  
2125 or when there is actual or potential danger to the building *occupants* or those in the proximity of  
2126 any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes,  
2127 gases or materials, or operation of defective or dangerous equipment, the *code official* is hereby  
2128 authorized and empowered to order and require the *occupants* to vacate the *premises* forthwith.  
2129 The *code official* shall cause to be posted at each entrance to such structure a notice limiting the  
2130 structure's use and occupancy bearing appropriate wording as designated by the *code official*. It  
2131 shall be unlawful for any person to enter such structure except for the purpose of securing the  
2132 structure, making the required repairs, removing the hazardous condition or of demolishing the  
2133 same.

2134 **Section 110 (Deleted).**

2135 **Sections 111.1 through Section 111.6.2 (Deleted)**

2136 **Section 111.1 Property Maintenance Code Board of Appeals (Added).** The Property  
2137 Maintenance Code Board shall consist of five (5) members, all of whom shall be residents of the  
2138 City and appointed by the City Council, shall not be employees of the City of Florissant, and  
2139 who are qualified by experience and training to pass on matters related to the Property  
2140 Maintenance Code. The term of office of the members of the Board shall be three (3) years and  
2141 those presently in office shall serve the remaining time of their particular appointment.  
2142 Vacancies shall be filled for the unexpired term only. The board shall elect its own Chairman and  
2143 Secretary who shall serve for one (1) year. The Board shall adopt from time to time such rules  
2144 and regulations as it may deem necessary to carry into effect the provisions of this Chapter.

2145 **A.** The Board shall have the jurisdiction to:

2146 **1.** Hear and decide appeals where it is alleged that there is error in any order, requirement,  
2147 decision or determination made by the building official;

2148 2. Authorize a variance from the strict application of any provision of this code where a property  
2149 owner can show that this would result in exceptional practical difficulties and particular  
2150 hardship, if such relief can be granted without substantial detriment to the public welfare and  
2151 without substantially impairing the general purpose and intent of this Chapter.

2152 B. Any person claiming to be aggrieved by any order, requirement, decision or determination  
2153 made by the Enforcement Official hereunder or seeking a variance from the provisions of this  
2154 Chapter shall have the right to appeal to the Board. Such appeal shall be initiated within thirty  
2155 (30) calendar days after receipt of notice of non-compliance. Upon the filing of a notice of  
2156 appeal or request for variance, the Enforcement Official shall forthwith submit to the Board all  
2157 papers constituting the record upon which the action appealed from or request for variance was  
2158 taken. An appeal stays all proceedings in furtherance of the action appealed from unless the  
2159 Enforcement Official certifies to the Board that, by reason of facts stated in the certificate, a stay  
2160 would, in his/her opinion, cause imminent peril to life or property. In such case, the proceeding  
2161 shall not be stayed. The board shall fix a reasonable time for the hearing of the appeal or request  
2162 for variance, give public notice thereof, as well as due notice to the parties in interest and decide  
2163 same within a reasonable time. At such hearing, any party may appear in person or by agent or  
2164 attorney.

2165 C. All hearings of the Board shall be open to the public. The Board shall keep minutes of its  
2166 proceedings, showing the vote of each member on each question or if absent or failing to vote,  
2167 indicating such fact and shall keep records of its examinations and other official actions, all of  
2168 which shall be immediately filed with the City Clerk and shall be a public record.

2169 D. In exercising its authority, the Board may reverse or affirm, in whole or part, or may modify  
2170 the order, requirement, decision or determination appealed from and may make such order,  
2171 requirement, decision or determination as ought to be made.

2172 ***Section 112.4 Failure to comply (Amended).*** Any person who shall continue any work after  
2173 having been served with a stop work order, except such work as that person is directed to  
2174 perform to remove a violation or unsafe condition, shall be liable to the penalties of **Section**  
2175 **100.080** of the Code of Ordinances of the City of Florissant and shall be subject to the fees listed  
2176 in **Section 500.010**.

2177 ***In Section 202 DEFINITIONS (Added):***

2178 ***CHANGE OF OCCUPANCY.*** Any circumstances wherein the composition of the residents or  
2179 tenants of a building changes either through the sale, lease, rental, or other provision for the  
2180 transfer of any structure.

2181 ***FAMILY.***

2182 1. An individual living as a single non-profit, housekeeping unit in a dwelling unit; or

2183 2. Two (2) individuals or married couple and the children thereof, including adopted children,  
2184 foster children and grandchildren, and no more than two (2) other persons related to the

2185 individuals or married couple by blood or marriage and no more than two (2) other individuals;  
2186 or

2187 **3.** A group of not more than four (4) persons not related by blood or marriage and not living as a  
2188 group home but living together as a single housekeeping unit in a dwelling unit as distinguished  
2189 from a boarding house; or

2190 **4.** A group of nine (9) or fewer unrelated mentally or physically handicapped persons (group  
2191 home), excluding supervisory persons acting as house parents or guardians, who need not be  
2192 related to each other or to any of the mentally or physically handicapped individuals residing in a  
2193 dwelling unit as distinguished from a boarding house.

2194 **PUBLIC NUISANCE:** A public nuisance includes:

2195 1. The physical condition or use of any premises regarded as a public nuisance at common law;  
2196 or

2197 2. Any physical condition, use or occupancy of any premises or its appurtenances considered an  
2198 attractive nuisance to children including, but not limited to, abandoned wells, shafts,  
2199 basements, excavations and unsafe fences or structures; or

2200 3. Any premises which have unsanitary sewerage or plumbing facilities; or

2201 4. Any premises designated as unsafe for human habitation or use; or

2202 5. Any premises which are manifestly capable of being a fire hazard or are manifestly unsafe or  
2203 unsecure as to endanger life, limb or property; or

2204 6. Any premises from which the plumbing, heating and/or facilities required by this Code have  
2205 been removed or from which utilities have been disconnected, destroyed, removed or  
2206 rendered ineffective or the required precautions against trespassers have not been provided;  
2207 or

2208 7. Any premises which are unsanitary or which are littered with rubbish or garbage or which  
2209 have an uncontrolled growth of weeds; or

2210 8. Any structure or building that is in a state of dilapidation, deterioration or decay; faulty  
2211 construction; overcrowded, open, vacant or abandoned; damaged by fire to the extent as to  
2212 not provide shelter, in danger of collapse or failure and is dangerous to anyone on or near the  
2213 premises.

2214 9. All trees or parts thereof in a dead or dying condition or living trees which are hazardous.

2215

2216 ***Section 302.4 Weeds.** Amended by inserting "eight (8) inches" in the indicated location.*

2217 ***Section 302.10 Maintenance of Trees (Added).** All trees or parts thereof in a dead or dying  
2218 condition or living trees which are hazardous are hereby declared to be public nuisances and no  
2219 person owning, in control of, or occupying property wherein such trees are located shall possess  
2220 or keep such trees.*



2221 **Section 303.2 Enclosures (Amended).** Private swimming pools, hot tubs and spas, containing  
2222 water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or  
2223 barrier not less than 48 inches (1219 mm) in height above the finished ground level measured on  
2224 the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing  
2225 and self-latching. Where the self-latching device is not less than 54 inches (1372 mm) above the  
2226 bottom of gate, the release mechanism shall be located on the pool side of the gate. Self-closing  
2227 and self-latching gates shall be maintained such that the gate will positively close and latch when  
2228 released from an open position of 6 inches (152 mm) from the gatepost. No existing pool  
2229 enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a  
2230 safety barrier.

2231 **Exceptions:**

- 2232 1. Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt  
2233 from the provisions of this section.
- 2234 2. Pools, spas, and hot tubs which were properly installed under a Florissant building permit  
2235 shall be required to be surrounded by a fence or guard at least 42" in height according to  
2236 the code under which it was permitted as long as the original structure remains. In the  
2237 event of required repair or replacement then the pool guard must comply with the current  
2238 building code.

2239 **Section 304.3.1 Buildings with Rear Alleys (Added):** Buildings with alleys, drives, or public  
2240 ways at the rear shall have approved address numbers placed at the rear of the property so as to  
2241 be visible from the rear of the building.

2242 **Section 304.6 Exterior Walls (Amended).** Exterior walls shall be free from holes, breaks, and  
2243 loose or rotting materials; and maintained weatherproof and properly surface coated where  
2244 required to pre-vent *deterioration*. Exterior coverings must match the existing in appearance,  
2245 color, texture and profile so as not to promote visual blight and shall be constructed in a  
2246 workmanlike manner.

2247 **Section 304.7 Roofs and drainage (Amended).** The roof and flashing shall be sound, tight and  
2248 not have defects that admit rain. Roof drain-age shall be adequate to prevent dampness or  
2249 *deterioration* in the walls or interior portion of the structure. Roof drains, gutters and downspouts  
2250 shall be maintained in good repair and free from obstructions. Roof water shall not be discharged  
2251 in a manner that creates a public nuisance. Roof coverings must match the existing in  
2252 appearance, color, texture and profile so as not to promote visual blight and shall be constructed  
2253 in a workmanlike manner.

2254 **Section 304.10 Stairways, Decks, Porches, Balconies and other Walking Surfaces (Amended).**  
2255 Every stair, ramp, balcony, porch, deck or other walking surface, and all appurtenances attached  
2256 thereto, shall be maintained structurally sound, in good repair, with proper anchorage and  
2257 capable of supporting the imposed loads. Every stair shall have uniform risers and treads. Every  
2258 stair, porch or fire escape shall be maintained free of unsafe conditions. No required exit stairs or  
2259 fire escape may be blocked by any material at any time.

2260 **Section 304.16 Basements Stairwells and Hatchways (Amended).** Every basement hatchway  
2261 shall be kept free of debris and standing water and maintained to prevent the entrance of rodents,  
2262 rain and surface drainage water.

2263 **Section 304.20 Accessory Structures (Added):** Existing accessory structures shall be properly  
2264 maintained so as not to obstruct light or ventilation of any dwelling unit or obstruct a safe means  
2265 of egress or access to any dwelling unit or create fire and safety hazards or provide rodent or  
2266 insect harborage. Accessory structures shall be functional, maintained in a state of good repair  
2267 and properly constructed subject to review and approval by the *building official*.

2268 **Section 305.3.1 Hallways, Basement Storage, and Common Areas (Added).** The interior  
2269 hallways, stairwells, laundry rooms, basements and designated storage areas, and other common  
2270 areas in all multi-family buildings must be kept in a clean and sanitary manner, and free of  
2271 debris. Flooring must be properly maintained. Storage must be neatly stacked at least three (3)  
2272 feet from any mechanical equipment. At least a three (3) foot clear passage to the exit or stairway  
2273 doors must be provided. No flammable or noxious liquids may be stored in the basement or other  
2274 common areas.

2275 **Section 305.4 Stairs and Walking Surfaces (Amended).** All interior stairs and railings shall be  
2276 maintained in good repair, structurally sound and in a sanitary condition and free of stored items  
2277 or other unsafe conditions.

2278 **Section 404.4.1 Room Area (Amended).** Every living room shall contain not less than 120 square  
2279 feet (11.2 m<sup>2</sup>) and every bedroom shall contain not less than 70 square feet (6.5 m<sup>2</sup>) and every  
2280 bedroom occupied by more than one person shall contain not less than 50 square feet (4.6 m<sup>2</sup>) of  
2281 floor area for each occupant thereof with a maximum of 3 occupants permitted for each  
2282 bedroom.

2283 **Section 602.3 Heating Supply (Amended).** Every *owner* and *operator* of any building who rents,  
2284 leases or lets one or more *dwelling units* or *sleeping units* on terms, either expressed or implied,  
2285 to furnish heat to the *occupants* thereof shall supply heat to maintain a minimum temperature of  
2286 68°F (20°C) in all habitable rooms, *bathrooms* and *toilet rooms*.

2287 **Exceptions:**

- 2288 1. When the outdoor temperature is below the winter outdoor design temperature for the  
2289 locality, maintenance of the minimum room temperature shall not be required provided that  
2290 the heating system is operating at its full design capacity. The winter outdoor design  
2291 temperature for the locality shall be as indicated in Appendix D of the *International*  
2292 *Plumbing Code*.
- 2293 2. In areas where the average monthly temperature is above 30°F (-1°C), a minimum  
2294 temperature of 65°F (18°C) shall be maintained

2295 **Section 602.4 Occupiable Work Spaces (Amended).** Indoor occupiable work spaces shall be  
2296 supplied with heat to maintain a minimum temperature of 65°F (18°C) during the period the  
2297 spaces are occupied.

2298    **Exceptions:**

2299           1. Processing, storage and operation areas that require cooling or special temperature  
2300               conditions.

2301           2. Areas in which persons are primarily engaged in vigorous physical activities

2302    **Section 605.2 Receptacles (Amended):** Every *habitable space* in a dwelling shall contain not less  
2303    than two separate and remote receptacle outlets. Every laundry area shall contain not less than  
2304    one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every  
2305    *bathroom* shall contain not less than one receptacle. All newly installed receptacle outlets shall  
2306    have ground fault circuit interrupter protection where required by the Florissant Residential  
2307    Code. All receptacle outlets shall have the appropriate faceplate cover for the location. In two-  
2308    wire circuits without a grounding conductor which are original to the home, a new two-prong  
2309    receptacle is permitted to be installed where a two-prong receptacle was originally installed in  
2310    lieu of a ground fault circuit interrupter.

2311    **Section 605.4 Wiring (Amended).** Flexible cords shall not be used for permanent wiring, or for  
2312    running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings. All  
2313    wiring must be maintained in a safe condition and properly secured to framing members.

2314    **Section 702.5 Corridor Enclosure (Added):** All corridors serving more than one occupant or  
2315    tenant, and openings therein, shall provide an effective barrier to resist the movement of smoke.  
2316    All transoms, louvers, doors and other openings shall be self-closing.

2317    **Exceptions:**

2318           **1.** Louvers or grills for the movement of conditioned air shall be permitted in exit access corridor  
2319    enclosure walls or doors, provided an approved smoke detection system is installed in the  
2320    corridor. The smoke detection system shall sound an audible alarm in the building. This  
2321    exception shall not apply to openings into exit stairway enclosures.

2322    **Section 703.2 Opening Protectives (Amended).** All required opening protectives, fire doors and  
2323    smoke barriers shall be maintained in good working order, including all hardware necessary for  
2324    the proper operation thereof. Fire doors shall not be blocked, obstructed or held open by any  
2325    means.

2326    **Section 704.2.1 Where required (Amended).** Existing Group I-1 and R occupancies shall be  
2327    provided with single-station smoke alarms in accordance with **Sections 704.2.1.1** through  
2328    **704.2.1.4**. Interconnection and power sources shall be in accordance with **Sections 704.2.2** and  
2329    **704.2.3**.

2330    **Exceptions:**

2331           1. *(Deleted)*

2332           2. *(Deleted)*

2333 3. Where smoke detectors connected to a fire alarm system have been installed as a substitute for  
2334 smoke alarms.

2335 **Section 704.2.1.1 Group R-1 (Amended).** Single- or multiple-station smoke alarms shall be  
2336 installed in all of the following locations in Group R-1:

2337 1. In sleeping areas.

2338 2. In every room in the path of the means of egress from the sleeping area to the door leading  
2339 from the sleeping unit.

2340 3. (Amended) In each story within the sleeping unit, including basements.

2341 **Section 704.2.1.2 Groups R-2, R-3, R-4 and I-1 (Amended).** Single or multiple-station smoke  
2342 alarms shall be installed and maintained in Groups R-2, R-3, R-4 and I-1 regardless of occupant  
2343 load at all of the following locations:

2344 1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of  
2345 bedrooms.

2346 2. In each room used for sleeping purposes.

2347 3. (Amended) In each story within a dwelling unit, including basements but not including crawl  
2348 spaces and uninhabitable attics.

2349 **Section 704.2.2 Interconnection (Amended).** Where more than one smoke alarm is required to  
2350 be installed within an individual dwelling or sleeping unit, the smoke alarms shall be  
2351 interconnected in such a manner that the activation of one alarm will activate all of the alarms in  
2352 the individual unit. Physical interconnection of smoke alarms shall not be required where listed  
2353 wireless alarms are installed and all alarms sound upon activation of one alarm. The alarm shall  
2354 be clearly audible in all bedrooms over background noise levels with all intervening doors  
2355 closed.

2356 **Exceptions:**

2357 1. Interconnection is not required in buildings that are not undergoing alterations, repairs or  
2358 construction of any kind.

2359 2. (Amended) Smoke alarms in existing areas are not required to be interconnected where  
2360 alterations or repairs do not result in the removal of interior wall or ceiling finishes.

2361 **Section 704.2.3 Power source (Amended).** Single-station smoke alarms shall receive their  
2362 primary power from the building wiring provided that such wiring is served from a commercial  
2363 source and shall be equipped with a battery backup. Smoke alarms with integral strobes that are  
2364 not equipped with battery backup shall be connected to an emergency electrical system. Smoke

2365 alarms shall emit a signal when the batteries are low. Wiring shall be permanent and without a  
2366 disconnecting switch other than as required for overcurrent protection.

2367 **Exceptions:**

2368 1. Smoke alarms are permitted to be solely battery operated in existing buildings where no  
2369 construction is taking place.

2370 2. Smoke alarms are permitted to be solely battery operated in buildings that are not served from  
2371 a commercial power source.

2372 3. *(Amended)* Smoke alarms are permitted to be solely battery operated in existing areas of  
2373 buildings undergoing alterations or repairs that do not result in the removal of interior walls or  
2374 ceiling finishes.

2375 **Section 704.3 Carbon Monoxide Alarms (Added).** Carbon monoxide alarms in dwelling units  
2376 shall be installed outside of each separate sleeping area in the immediate vicinity, within ten (10)  
2377 feet of the bedrooms in dwelling units where fuel-burning appliances are installed or where an  
2378 attached enclosed garage is constructed. Where a fuel-burning appliance is located within a  
2379 bedroom or its attached bathroom, a carbon monoxide alarm shall be installed within the  
2380 bedroom.

2381 **Section 704.3.1 Combination Alarms (Added).** Combination smoke and carbon monoxide  
2382 alarms shall be permitted to be used in lieu of smoke alarms.

2383 **Section 704.3.2 Listings (Added).** Carbon monoxide alarms shall conform to and be listed in  
2384 accordance with **UL 2034**. Household carbon monoxide detection systems shall comply with  
2385 **NFPA 720**. Combination carbon monoxide and smoke alarms shall be listed in accordance with  
2386 **UL 2034** and **UL 217**.

2387 **Section 704.3.3 Power Source and Interconnection (Added).** Carbon monoxide alarms and  
2388 combination alarms shall conform to section **704.2**.

2389 **ARTICLE II. EXISTING BUILDING CODE.**

2390 **Section 510.030 International Existing Building Code Adopted.**

2391 The International Existing Building Code, 2015 Edition, including appendixes A2, A3, A4, A5,  
2392 A6, B, C1, C2, and Resource A as published by the International Code Council, Inc., one (1)  
2393 copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to  
2394 the adoption of this Chapter and available for public use, inspection and examination, and a copy  
2395 of which is attached hereto and incorporated by this reference as if fully set forth herein, is  
2396 hereby adopted as the Existing Building Code of the City of Florissant, Missouri, subject to the  
2397 amendments, additions, insertions, deletions and changes set out in Section 510.035 of this  
2398 Chapter.

2399     **Section 510.040 Additions, Insertions, Deletions and Amendments.**

2400     The following numbered Sections and Subsections of the International Existing Building Code,  
2401     2015 Edition, including appendixes A2, A3, A4, A5, A6, B, C1, C2, and Resource A as  
2402     published by the International Code Council, Inc., are hereby amended by additions, insertions,  
2403     deletions and amendments so that such Sections and Subsections shall read as follows:

2404     **Section 101.1 Title (Amended):** *These regulations shall be known as the Existing Building Code*  
2405     *of the City of Florissant, Missouri, hereinafter referred to as "this code".*

2406     **Section 103 Creation of enforcement agency (Deleted).**

2407     **Section 105.1.1 Annual permit (Deleted).**

2408     **Section 105.1.2 Annual permit records (Deleted).**

2409     **Section 105.2 Work exempt from permit (Amended).** Work exempt from a permit shall comply  
2410     with the Florissant Building Code and Florissant Residential Code respectively.

2411     **Section 105.2.1 Emergency Repairs (Amended):** Where equipment or system replacements  
2412     and/or repairs must be performed in an emergency situation, the permit application shall be  
2413     submitted within forty-eight (48) working hours of said repair or replacement.

2414     **Section 108.2 Schedule of permit fees (Amended).** The fees for all work on existing buildings  
2415     shall be paid in accordance with the fee schedule as established by the City of Florissant,  
2416     Missouri.

2417     **Section 108.6 (Deleted).**

2418     **Section 112.1 (Deleted)**

2419     **Section 112.1 General (Added).** In order to hear and decide appeals of orders, decisions, or  
2420     determinations made by the *building official* relative to the application and interpretation of this  
2421     code, The Board of Appeals shall be the Planning and Zoning Commission as established by the  
2422     Code of Ordinances of the City of Florissant in Section 11.1.

2423     **Section 113.4 Violation Penalties (Amended).** Any person, firm, corporation, limited liability  
2424     company or other business entity who shall violate any provision of this code shall be subject to  
2425     the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

2426     **Section 115.4 Method of Service (Amended):** Such notice shall be deemed to be properly served  
2427     upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof  
2428     is:

2429     1. Delivered personally by leaving the notice with a responsible party of suitable age and  
2430     discretion;

- 2431 2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service,  
2432 UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent  
2433 known address or the mailing address according to the real estate property records of St.  
2434 Louis County Missouri.  
2435 3. A copy thereof may be posted in a conspicuous place in or about the structure affected by  
2436 such notice.

2437 **ARTICLE III. SECTION 510.050. OCCUPANCY PERMITS AND TRANSFER OF**  
2438 **OWNERSHIP.**

2439 **A. *Applicability.*** This Section shall not apply to any occupancy in existence at the time of the  
2440 adoption of this Chapter and until a change of occupancy occurs as defined in the Property  
2441 Maintenance Code.

2442 **B. *Requirements.*** Except as otherwise provided, it shall be unlawful for any person, corporation,  
2443 business or family to occupy or for any owner or agent thereof to permit the occupancy of any  
2444 building, tenant space, structure, dwelling, dwelling unit or addition thereto or part thereof for  
2445 any purpose until an occupancy permit has been issued by the Enforcement Official. The  
2446 occupancy permit which is issued will allow the natural growth of a single family but requires  
2447 that no dwelling unit shall be occupied by more than a single family, as defined in this Chapter,  
2448 plus not more than two (2) other persons all living together in the dwelling unit as a single  
2449 housekeeping unit. The occupancy permit shall not be issued until all violations of this Chapter  
2450 have been brought into compliance, except as provided in Subsection (F) and its issuance shall  
2451 be subject to the following occupancy limitations:

2452 **1. *Single-family occupancy.*** No dwelling unit, other than a group home permitted under the  
2453 provisions of the Zoning Code, shall be occupied by more than a single family, as defined in this  
2454 Chapter, plus not more than two (2) other persons all living together as a single housekeeping  
2455 unit and shall be subject to square footage.

2456 **2. *Overcrowding.*** Dwelling units and group homes shall not be occupied by more occupants than  
2457 permitted by the minimum area requirement set forth in the Florissant Property Maintenance  
2458 Code.

2459 **C. *Fee.*** Occupancy related fees shall be as follows:

2460 **\$75.00.....**One- and two-family dwellings application and 2 inspections.

2461 **\$150.00.....**One- and two-family dwellings application and 2 inspections occupied at the time  
2462 of the first inspection.

2463 **\$50.00.....**Apartment unit application and 2 inspections.

2464 **\$100.00.....**Apartment unit application and 2 inspections occupied at the time of the first  
2465 inspection.

- 2466    **\$40.00.....**Occupancy permit update (except as a result of the natural growth of a family).
- 2467    **\$100.00.....**Commercial application and inspection less than three thousand (3,000) square  
2468                      feet building /tenant space.
- 2469    **\$200.00.....**Commercial application and inspection between three thousand (3,000) and fifty  
2470                      thousand (50,000) square feet building / tenant space.
- 2471    **\$300.00.....**Commercial application and inspection over fifty thousand (50,000) square feet  
2472                      building/tenant space.
- 2473    **\$50.00.....**Commercial or residential occupancy permit issuance.
- 2474    **\$50.00.....**Occupancy permit extension after review and approval.
- 2475    **\$50.00.....**Conditional or temporary occupancy permit after review and approval.
- 2476    **\$50.00.....**Extra inspections over and above the application allowance of 2 inspections.
- 2477    The above fees shall also cover the first (1st) reinspection in the event a reinspection is necessary  
2478    following the initial inspection. In the event further reinspections are necessary to secure an  
2479    occupancy permit or to comply with the terms of a conditional occupancy permit, each such  
2480    reinspection after the first (1st) reinspection shall require an additional fee of fifty dollars  
2481    (**\$50.00**) per reinspection.
- 2482    ***D. Report Change of Occupancy.*** Every building, structure, tenant space or dwelling unit in  
2483    which a change of occupancy is to occur must be reported by the owner to the *building official* so  
2484    that the Enforcement Official may inspect the structure according to the provisions of this  
2485    Chapter. Failure to make such a report shall constitute a violation of this Chapter and the person  
2486    responsible for the failure shall be subject to the penalties of this Chapter.
- 2487    ***E. Responsibilities of Real Estate Brokers.*** All real estate brokers and agents and similar  
2488    businesses and owners of buildings, structures, tenant spaces, dwelling units or multiple-family  
2489    dwelling units shall report each change occupancy as defined in this Chapter so that the  
2490    Enforcement Official may inspect the unit according to the provisions of this Chapter. Failure to  
2491    register or make such a report shall constitute a violation of this Chapter and the person  
2492    responsible for the failure shall be subject to the penalties of this Chapter.
- 2493    ***F. Conditional Occupancy Permit.*** A conditional occupancy permit may be issued by the  
2494    Enforcement Official if, in his/her judgment, any deficiencies in structures covered by this  
2495    Chapter would not demonstrate a visual blight or seriously endanger the health or safety of the  
2496    occupants or of the community and provided that in the case of an owner-occupant an affidavit  
2497    stating that he/she will correct deficiencies within a specific time and in the case of an owner-  
2498    non-occupant an affidavit stating that the owner will correct deficiencies within a specified time  
2499    and thus bring the structure into compliance with the provisions of this Chapter. The occupant,  
2500    who may be the owner or a renter as the case may be, may occupy the space while repairs are



2501 being made. At such time and within the period covered by the affidavit furnished as the space  
2502 complies with all the provisions of this Chapter an occupancy permit will be issued as provided  
2503 above. In the event that repairs are not completed within the specified time the City may revoke  
2504 the occupancy permit and peruse further action allowable by this chapter. The fee for a  
2505 conditional or temporary occupancy permit shall be fifty dollars (**\$50.00**).

2506 ***G. Inspection of Occupancy Records.*** Every owner and managing agent of a multiple-family  
2507 dwelling shall, upon request of the Enforcement Official, make available for inspection by the  
2508 Enforcement Official its records of occupancy and all changes of occupancy of the dwelling  
2509 units within such multiple-family dwelling.

2510 ***H. Notice of Requirement Of Occupancy Permit To Be Posted.*** The Enforcement Official shall  
2511 provide to the owner or managing agent of every multiple-family dwelling a sign specifying that  
2512 an occupancy permit is required to be issued prior to the occupation of any dwelling unit. Upon  
2513 receipt of such sign, the owner or managing agent shall post and maintain the sign in a  
2514 conspicuous place in the rental office of such multiple-family dwelling and if such rental office  
2515 is not at the same location as the multiple-family dwelling, such owner or managing agent shall  
2516 also post the sign in the common entry area of each multiple-family dwelling. Failure to post and  
2517 maintain this sign shall constitute a violation and the person responsible for such failure shall be  
2518 subject to the penalties of this Chapter.

2519 ***I. Occupancy Permits, Non-Residential Structures.*** It shall be unlawful for any person, owner  
2520 or operator to occupy or use or to permit occupancy or use of any premises for any purpose until  
2521 an occupancy permit has been issued by the *building official*. No such permit shall be issued  
2522 unless said premises has been inspected by the *building official* or his designee and the premises  
2523 is in compliance with this code. All commercial occupancy permits shall require the review and  
2524 approval of the local Fire Marshal. All commercial occupancy permits must be reviewed and  
2525 approved for use and classification according to the Building Code and Existing Building Code  
2526 as well as Florissant Zoning Code.

2527 ***J. Inspections Required by a Home Improvement Program.*** Where an inspection is a  
2528 requirement of a specific home improvement program the building official is authorized and  
2529 directed to make inspections to determine whether dwellings, dwelling units, rooming units,  
2530 accessory structures and premises located within the City conform to the requirements of this  
2531 Chapter. This inspection shall not constitute a requirement for occupancy. For the purpose of  
2532 making such inspections, the building official is authorized at reasonable times to enter, examine  
2533 and survey all dwellings, dwelling units, rooming units, accessory structures and premises with  
2534 the consent of the owner or occupant thereof. The inspection contemplated under this subsection  
2535 shall remain valid for a period of one hundred twenty (120) days from the date of initial  
2536 inspection provided that there is no change in occupancy or the building has remained vacant  
2537 during the one hundred twenty (120) day period. Extensions of time may be granted at the  
2538 discretion of the *building official* or his/her designated representative.

2539 ***K. Expiration of Occupancy Inspection and Permit.*** Any occupancy permit process shall  
2540 become invalid one hundred and twenty (**120**) days after the initial inspection date. The  
2541 occupancy permitting process must be completed and permit obtained within this timeframe

2542 unless an extension is granted after review by the *building official*. Fees for extensions shall be  
2543 fifty dollars (\$50).

2544 **Section 510.055 Emergency Measures.** [Code 1980 §6-68; CC 1990 §5-152]

2545 A. When any dwelling unit has become so damaged by fire, wind or other causes or has  
2546 become so unsafe, unhealthful or unsanitary that, in the opinion of the Enforcement  
2547 Official, life or health is immediately endangered by the occupation of the dwelling unit, the  
2548 Enforcement Official is hereby authorized and empowered to revoke without notice any  
2549 occupancy permit for such dwelling unit and to order and require the occupants to vacate  
2550 the dwelling unit forthwith and to order the owner or agent to proceed immediately with the  
2551 corrective work and repairs required to make the dwelling unit safe and fit for human  
2552 habitation, whether or not a notice of violation has been given as described in this Chapter  
2553 and whether or not legal procedures described by City ordinances have been instituted.

2554 B. If the Enforcement Official determines that there is an immediate danger to the health,  
2555 safety or welfare of any person, he/she may take emergency measures to vacate and repair  
2556 the structure or otherwise remove the immediate danger.

2557 C. Written notice shall be given to the owner, occupant, lessee, mortgagee, agent and all other  
2558 persons having an interest in such building or structure as promptly as possible. The cost of  
2559 any such emergency work shall be collected in the same manner as provided by this  
2560 Chapter.

2561 **ARTICLE IV. SECTION 510.060. NOTIFICATION OF NEW ELECTRIC CUSTOMERS**

2562 [CC 1990 §5-174; Ord. No. 5676, 11-28-1994]

2563 A. For any month when there is a change of user of residential electric service or non-residential  
2564 electric service within the City, AmerenUE shall notify the *building official* of the City in writing  
2565 within seven (7) working days after the end of the month of said changes, indicating the address  
2566 and apartment or unit number and the name(s) of electric user(s) per service and address and  
2567 apartment or unit number in whose name service is connected or billed.

2568 B. AmerenUE shall submit annually to the City an invoice for its cost associated with its  
2569 compliance with this Chapter. The City shall pay to AmerenUE the amount of the invoice within  
2570 thirty (30) days of receipt.

2571 **ARTICLE V. SECTION 510.070. VACANT RESIDENTIAL STRUCTURE FEE**

2572 [Ord. No. 7071 §1, 9-28-2005; Ord. No. 7890 §1, 7-11-2012]

2573 A. A semi-annual registration fee of two hundred dollars (\$200.00) shall be charged to the owner  
2574 of any residential structure, including a structure containing multiple dwelling units, which has  
2575 been vacant for six (6) months or more and is in violation of the City's housing codes. In the  
2576 event that the registration fee is not paid within thirty (30) days of the receipt of the notice, a lien

2577 may be placed on the property, enforceable as are other liens, by recording in the Office of the  
2578 Recorder of Deeds in St. Louis County, a true copy of a statement attested to by the Director of  
2579 Finance stating that the fee has remained unpaid and shall constitute a lien for principle and  
2580 interest and shall be in full force and effect until final payment has been made. Sworn statements  
2581 recorded in accordance with the provisions hereof shall be prima facie evidence that all legal  
2582 formalities have been complied with and that the fee is due and owing, and this shall constitute  
2583 full notice to every person that the amount of the fees plus interest constitutes a charge against  
2584 the property designated in the statement and that the same is due and collectible as provided by  
2585 law. In addition to the filing of such lien, or in lieu of filing of such a lien, the City shall have the  
2586 right to collect these fees by including the fees on the bill for the payment of real and personal  
2587 property taxes and all other taxes due and owing.

2588 **B.** A forty-five dollar (\$45.00) inspection fee shall be charged for an inspection to the owner of  
2589 any residential structure, including a structure containing multiple dwelling units, which has been  
2590 vacant for six (6) months or more and is in violation of the City's housing codes.

2591 **ARTICLE VI. SECTION 510.080. REGISTRATION OF VACANT RESIDENTIAL**  
2592 **BUILDINGS**

2593 [Ord. No. 8242 §2, 7-11-2016]

2594 **A.** It is the purpose of this Section to provide for registration of residential buildings that have  
2595 been vacant for more than six (6) months.

2596 **B. Registration of vacant buildings:**

2597 **1. Notice of registration.** Notice shall be given to the property owner and managing agent of  
2598 record that a "Residential Vacant Property Registration Application" is required; however, the  
2599 obligation to register rests solely with the owner whether or not the owner received notice. If  
2600 notice is served by mail the notice shall be sent to the owner's and managing agent's last known  
2601 address and the date of mailing shall be the date of service and anniversary date of vacancy. A  
2602 "Residential Vacant Property Registration Form" will be provided by the Public Works  
2603 Department (and can be obtained on line from the City's web site).

2604 **a. Amount of fee.** There is hereby established and assessed an annual fee in the amount of two  
2605 hundred dollars (\$200.00) subject to owners of property to be registered under this Section.

2606 **b. Owner responsible.** It shall be the joint and several responsibility of each owner of property  
2607 registered pursuant to this Article to pay the annual registration fee.

2608 **c. Vacant property registration form.** A "Residential Vacant Property Registration Form" must  
2609 be completed and returned with the following information:

2610 **(1)** Name, street address and telephone numbers of the owner or owners and all other parties with  
2611 ownership interest in the property.

2612 (2) Name, street address and telephone numbers of any registered property manager or any other  
2613 responsible person so appointed by the owner.

2614 (3) Status of property, vacant or occupied.

2615 (4) Utility status.

2616 (5) A plan or timeline to establish lawful occupancy, rehabilitation, removal or demolition of the  
2617 structure.

2618 (6) Renew the vacant property registration each year on the anniversary date of the first filing for  
2619 the time the building remains vacant and pay the required fee of two hundred dollars (\$200.00).

2620 **d. Exemptions.** "Residential Vacant Property Registration" charges are exempt under the  
2621 following circumstances:

2622 (1) A property that is actively listed for sale and/or rent, and has a current approved municipal  
2623 housing inspection.

2624 (2) A property that has suffered damage caused by fire, extreme weather (i.e., tornado, flood,  
2625 etc.) or other catastrophe which has rendered the property un-occupiable shall be exempt for a  
2626 period of ninety (90) days. If at the end of the 90-day period a building permit has been issued  
2627 for the repairs the exemption status will remain for an additional ninety (90) days, subject to  
2628 receiving approval of a 90-day extension, and subject to consideration for delays caused by the  
2629 insurance provider, arson investigation or properly documented extenuating circumstances.

2630 (3) A property that is undergoing rehab or restoration under an approved permit issued by the  
2631 City of Florissant.

2632 (4) A property that is occupied/owned/rented by a member of the military who is deployed for  
2633 military service and is otherwise maintained and secured.

2634 (5) A property that is occupied only on a seasonal basis (winter residence, etc.) and is otherwise  
2635 maintained, secure and in substantial compliance with all applicable codes, regulations and laws.

2636 **e. Failure to pay fee unlawful.** It shall be unlawful for any owner of property registered pursuant  
2637 to this Article to fail to pay the registration fee imposed for such property. Any person found  
2638 guilty of failing to pay any required fee shall be punished as provided in Section **100.080** of the  
2639 Code of Ordinances.

2640 **f.** The fee shall be paid no later than thirty (30) days after the building is found to be vacant for  
2641 six (6) months.

2642 **g.** Fees required by this Section shall be paid in full prior to the issuance of any building or  
2643 occupancy permit. Fees shall be paid by the owner prior to any transfer of ownership. In the  
2644 event a fee is not paid, a lien may be placed on the property, enforceable as are other liens, by

2645 recording in the Office of the Recorder of Deeds in St. Louis County a true copy of a statement  
2646 attested to by the Director of Finance stating that the fee has remained unpaid and shall constitute  
2647 a lien for principal and interest and shall be in full force and effect until final payment has been  
2648 made.

2649 **ARTICLE VII. SECTION 510.090. ABATEMENT OF CONTAMINATION DUE TO**  
2650 **PRODUCTION OF METHAMPHETAMINE.**

2651 [Ord. No. 7873 §1, 3-27-2012]

2652 **A. Purpose.** The purposes of this Section are:

2653 **1.** To adopt standards for identifying dangerous levels of toxic chemicals and residue associated  
2654 with the presence or production of methamphetamine; and

2655 **2.** To establish protocols whereby the building safety personnel may cooperate with and rely on  
2656 law enforcement and emergency agencies when applying property maintenance and safety  
2657 standards to order or cause the abatement of contamination in structures due to the presence or  
2658 production of methamphetamine.

2659 **C. Definitions.** For purposes of this Section, the words or terms listed below are defined as  
2660 follows:

2661 **DEPARTMENT:** The Department of Public Works of the City of Florissant.

2662 **METHAMPHETAMINE:** Dextro methamphetamine, levo methamphetamine, and unidentified  
2663 isomers of the same, any racemic mixture of dextro/levo methamphetamine, or any mixture of  
2664 unidentified isomers of methamphetamine. The term includes derivatives, conjugates, oxides and  
2665 reduced forms of the basic structure associated with the formation of methamphetamine. For the  
2666 purposes of this protocol, this term includes amphetamine, ephedrine and pseudoephedrine.

2667 **QUALIFIED COMPANY OR QUALIFIED CONTRACTOR:** A company or contractor that  
2668 tests structures for the presence of unsafe contamination and/or abates such unsafe contamination  
2669 and that:

2670 **1.** Complies with the guidelines of the U.S. Environmental Protection Agency Voluntary  
2671 Guidelines for Methamphetamine Laboratory Cleanup (August 2009);

2672 **2.** Complies with the regulations of the Occupational Safety and Health Administration of the  
2673 United States Department of Labor relating to hazardous waste operations and emergency  
2674 response, including 29 Code of Federal Regulations Section 1910.120;

2675 **3.** Requires that at least one (1) employee or supervisor assigned to and on duty at any work site  
2676 shall have completed the forty (40) hour Hazardous Waste Operations and Emergency Response  
2677 (HAWOPER) training [Occupational Safety and Health Administration (OSHA) 29 CFR  
2678 1910]; and

2679 4. Requires its personnel to complete a clandestine drug lab assessment and decontamination  
2680 course offered by a sponsor acceptable to a regional drug task force and/or the department.

2681 **UNSAFE CONTAMINATION:** The presence of chemicals in a structure at levels exceeding  
2682 the levels for such chemicals as provided in Subsection (D) below.

2683 **D. Unsafe Contamination.** A structure will be considered unsafe for purposes of the Property  
2684 Maintenance Code of the City of Clayton if it is found to contain any of the chemicals listed  
2685 below at exposure limits above the levels listed below established by the National Institute for  
2686 Occupational Safety and Health (NIOSH):

2687 1. Red Phosphorus—any amount.

2688 2. Iodine Crystals C0.1 ppm (1 mg/m<sup>3</sup>).

2689 3. Sulfuric Acid TWA 1 mg/m<sup>3</sup>.

2690 4. Hydrogen Chloride C 5 ppm (7 mg/m<sup>3</sup>).

2691 5. Hydrochloric Acid (Hcl gas) - C 5 ppm (7 mg/m<sup>3</sup>).

2692 6. Methamphetamine—in a concentration equal to or greater than 1.5 µgram/100 cm<sup>2</sup>.

2693 7. Lead and Mercury—If it is determined that the phenyl-2-propanone (P2P) method of  
2694 methamphetamine manufacturing was used, surface levels for lead in excess of 20 µ/ft<sup>2</sup> and  
2695 vapor samples for Mercury in excess of 50 ng/m<sup>3</sup>.

2696 **E. Closure And Abatement Orders Upon Report And Investigation By Law Enforcement or**  
2697 **Emergency Agencies.**

2698 1. When a law enforcement or emergency agency reports to the department that a structure in the  
2699 City has been used for the production of methamphetamine or as a storage facility for  
2700 methamphetamine or chemicals used in the manufacturing of methamphetamine, the department  
2701 may order that structure closed pursuant to the emergency measures provided in the City's  
2702 property maintenance and/or safety codes. The department shall rescind such an order if the law  
2703 enforcement or emergency agency later reports that after testing and investigation it has not  
2704 found unsafe contamination in that structure.

2705 2. When a law enforcement or emergency agency reports to the department that it has found  
2706 unsafe contamination in a structure in the City that has been used for the production of  
2707 methamphetamine or as a storage facility for methamphetamine or chemicals used in the  
2708 manufacturing of methamphetamine, the department shall order that structure closed pursuant to  
2709 the emergency measures provided in the City's property maintenance and/or safety codes.

2710 **F. Supplementary Notice And Instructions.**

2711 1. While closure and abatement orders pursuant to the emergency measures provided in the  
2712 City's property maintenance and/or safety codes may be posted, the department shall also attempt  
2713 to contact the owner of record of the affected property, or the owner's agent, by personal service,  
2714 first class mail or by posting on the property or publication if mail is returned as undelivered.

2715 2. Such notice shall direct the owner to contact the department within twenty (20) calendar days  
2716 to establish a schedule for decontaminating the structure, and further advise the owner that  
2717 failure to contact the department within that time specified may result in a request to disconnect  
2718 utility services in order to ensure that the structure is not re-occupied until it is decontaminated.

2719 3. Such notice shall also inform the owner that if the owner contacts the department within the  
2720 time specified in the notice, the owner may request to have the structure retested, but such  
2721 retesting must be performed as follows.

2722 a. The owner must employ the services of a qualified company or contractor to perform sampling  
2723 and to analyze the samples.

2724 b. An inspector for the department must be present when the qualified company or contractor  
2725 takes samples and the owner shall pay an inspection fee of forty dollars (\$40.00), payment of  
2726 which must be made prior to the appointment for taking samples.

2727 c. Sampling and testing shall be performed in accordance with the appropriate sections of the  
2728 U.S. Environmental Protection Agency Voluntary Guidelines for Methamphetamine Laboratory  
2729 Cleanup (August 2009).

2730 d. The qualified company or contractor engaged by the owners must report the results of its  
2731 analysis of the samples taken to the department.

2732 ***G. Decontamination.***

2733 1. If unsafe contamination exists in a structure, the owner shall hire a qualified contractor or  
2734 company to decontaminate the structure and advise the department of the schedule for  
2735 decontamination.

2736 2. The schedule for the work and evidence that the qualified contractor or company meets the  
2737 requirements of this Section must be submitted for approval to the department within twenty (20)  
2738 calendar days of the receipt of notice. Approval will be based solely on the timeliness of the  
2739 schedule and the qualifications of the contractor. Approval or rejection of the schedule will be  
2740 provided within a reasonable time of submission. If rejected the owner will be informed, in  
2741 writing, of specific reasons for the rejection and will be required to amend the schedule or the  
2742 proposed qualified contractor or company. Decontamination shall be performed in accordance  
2743 with the appropriate sections of the U.S. Environmental Protection Agency Voluntary Guidelines  
2744 for Methamphetamine Laboratory Cleanup (August 2009).

2745 3. If the owner of property determined to have unsafe contamination fails to voluntarily abate  
2746 that contamination, the department may serve a notice of violation and proceed in accordance

2747 with provisions for abatement of unsafe conditions or structures in the City's property  
2748 maintenance and/or safety codes. The department may request disconnection of the utility  
2749 services until the decontamination is complete.

2750 **4. Post decontamination sampling.** Following the completion of the work, the owner shall notify  
2751 the department that work is complete and the owner must provide written test results as evidence  
2752 that the property is compliant with this regulation. The post remediation sampling and testing  
2753 must be performed by a qualified contractor or company other than and independent of the  
2754 contractor or company that performed the decontamination, and that sampling and testing must  
2755 be done in accordance with the appropriate sections of the U.S. Environmental Protection  
2756 Agency Voluntary Guidelines for Methamphetamine Laboratory Cleanup (August 2009).

2757 **H. Final Action.** After the property has been decontaminated and the department is in possession  
2758 of evidence that the pertinent chemical levels are below unsafe contamination levels, the  
2759 structure will be considered safe and suitable for performance of a full inspection for an  
2760 occupancy permit. If utility services have been disconnected, the department will notify the  
2761 utilities that the unsafe condition has been mitigated and service can be restored. The property  
2762 owner shall be responsible for any reconnection fees.

2763 Section 510.100 through Section 510.190. Reserved.

2764 **ARTICLE VIII. SECTION 510.200. DANGEROUS BUILDINGS**

2765 **Section 510.210 Purpose and Scope.**

2766 It is the purpose of this Chapter to provide a just, equitable and practicable method for the  
2767 repairing, vacation or demolition of buildings or structures that may endanger the life, limb,  
2768 health, property, safety or welfare of the occupants of such buildings or the general public, and  
2769 this Chapter shall apply to all dangerous buildings, as herein defined, that now are in existence or  
2770 that may hereafter exist in the City of Florissant, Missouri.

2771 **Section 510.220 Dangerous Buildings Defined.**

2772 A. All buildings or structures that are detrimental to the health, safety or welfare of the  
2773 residents of the City and that have any or all of the following defects shall be deemed  
2774 "*dangerous buildings*":

2775 1. Those with interior walls or other vertical structural members that list, lean or buckle to  
2776 such an extent that a plumb line passing through the center of gravity falls outside the  
2777 middle third of its base.

2778 2. Those that, exclusive of the foundation, show thirty-three percent (33%) or more damage or  
2779 deterioration of the supporting member or members or fifty percent (50%) damage or  
2780 deterioration of the non-supporting enclosing or outside walls or covering.



- 2781 3. Those that have improperly distributed loads upon the floors or roofs, or in which the same  
2782 are overloaded, or that have insufficient strength to be reasonably safe for the purpose used.
- 2783 4. Those that have been damaged by fire, wind or other causes so as to become dangerous to  
2784 life, safety or the general health and welfare of the occupants or the people of the City.
- 2785 5. Those that are so dilapidated, decayed, unsafe, unsanitary or that so utterly fail to provide  
2786 the amenities essential to decent living that they are unfit for human habitation, or are likely  
2787 to cause sickness or disease, so as to work injury to the health, safety or welfare of those  
2788 occupying such building.
- 2789 6. Those having light, air and sanitation facilities that are inadequate to protect the health,  
2790 safety or general welfare of human beings who live or may live therein.
- 2791 7. Those having inadequate facilities for egress in case of fire or panic or those having  
2792 insufficient stairways, elevators, fire escapes or other adequate means of evacuation.
- 2793 8. Those that have parts thereof that are so attached that they may fall and injure members of  
2794 the public or property.
- 2795 9. Those that because of their condition are unsafe, unsanitary or dangerous to the health,  
2796 safety or general welfare of the people of this City.

2797 **Section 510.230 Dangerous Buildings Declared Nuisance.**

2798 All dangerous buildings or structures, as defined by Section **510.220** of this Chapter, are hereby  
2799 declared to be public nuisances and shall be repaired, vacated or demolished as provided herein.

2800 **Section 510.240 Standards For Repair, Vacation or Demolition.**

- 2801 A. The following standards shall be followed in substance by the Building Inspector and the  
2802 Building Commissioner in ordering repair, vacation or demolition of any dangerous  
2803 building.
- 2804 1. If the dangerous building can reasonably be repaired so that it no longer will exist in  
2805 violation of the terms of this Chapter, it shall be ordered repaired.
- 2806 2. If the dangerous building is in such condition as to make it dangerous to the health, safety or  
2807 general welfare of its occupants, it shall be ordered to be vacated and repaired.
- 2808 3. In all cases where a building cannot be repaired so that it no longer will exist in violation of  
2809 the terms of this Chapter, it shall be demolished.
- 2810 4. In all cases where a dangerous building is a fire hazard existing or erected in violation of the  
2811 terms of this Chapter or any ordinance of this City or Statute of the State of Missouri, it  
2812 shall be repaired or demolished.

2813 **Section 510.250 Building Inspector.**

2814 The Code Enforcement Officer and deputies of the *building official* shall be the Building  
2815 Inspector(s) within the meaning of this Chapter.

2816 **Section 510.260 Duties of Building Inspector — Procedure and Notice.**

2817 A. The Building Inspector(s) shall have the duty under this Chapter to:

2818 1. Inspect or cause to be inspected, as often as may be necessary, all residential, institutional,  
2819 assembly, commercial, industrial, garage, special or miscellaneous occupancy buildings for  
2820 the purpose of determining whether any conditions exist that render such place to be a  
2821 dangerous building when he/she has reasonable grounds to believe that any such building is  
2822 dangerous.

2823 2. Inspect any building, wall or structure about which complaints are filed by any person to the  
2824 effect that a building, wall or structure is or may be existing in violation of this Chapter, and  
2825 the Building Inspector determines that there are reasonable grounds to believe that such  
2826 building is dangerous.

2827 3. Inspect any building, wall or structure reported by the Fire or Police Departments of this  
2828 City as probably existing in violation of this Chapter.

2829 4. Notify the owner, occupant, lessee, mortgagee, agent and all other persons having an  
2830 interest in the building or structure, as shown by the land records of the Recorder of Deeds  
2831 of St. Louis County, of any building or structure found by him/her to be a dangerous  
2832 building or structure within the standards set forth in Section **510.220**. Such notice shall be  
2833 in writing and shall be given either by personal service or by certified mail, return receipt  
2834 requested, or if service cannot be had by either of these modes of service, then service may  
2835 be had by publication in a newspaper qualified to publish legal notices for two (2)  
2836 consecutive weeks.

2837 The notice required shall state that:

2838 a. The owner must vacate, vacate and repair, or vacate and demolish said building and clean  
2839 up the lot or property on which the building is located in accordance with the terms of the  
2840 notice and this Chapter.

2841 b. The occupant or lessee must vacate said building or have it repaired in accordance with the  
2842 notice and remain in possession.

2843 c. The mortgagee, agent or other persons having an interest in said building as shown by the  
2844 land records of the Recorder of Deeds of St. Louis County may, at his/her own risk, repair,  
2845 vacate or demolish the building and clean up the property or have such work done;  
2846 provided, that any person notified under this Subsection to repair, vacate or demolish any

2847 building or clean up the property shall be given such reasonable time not exceeding thirty  
2848 (30) days to commence the required work.

2849 5. The notice provided for in this Section shall state a description of the building or structure  
2850 deemed dangerous, a statement of the particulars that make the building or structure a  
2851 dangerous building, a statement indicating that as a dangerous building said building or  
2852 structure constitutes a nuisance, and an order requiring the designated work to be  
2853 commenced within the time provided for in the above Subsection.

2854 6. Report in writing to the City Building Commissioner the non-compliance with any notice to  
2855 vacate, repair, demolish, clean up the property or upon the failure to proceed continuously  
2856 with the work without unnecessary delay.

2857 7. Appear at all hearings conducted by the Building Commissioner and testify as to the  
2858 condition of dangerous buildings.

2859 8. Immediately report to the Building Commissioner concerning any building found by  
2860 him/her to be inherently dangerous and that he/she determined to be a nuisance per se. The  
2861 Building Commissioner may direct that such building be marked or posted with a written  
2862 notice reading substantially as follows: "This building has been found to be a dangerous  
2863 building by the Building Inspector. This notice is to remain on this building and/or property  
2864 until it is repaired, vacated or demolished and the property is cleaned up in accordance with  
2865 the notice that has been given the owner, occupant, lessee, mortgagee or agent of this  
2866 building and all other persons having an interest in said building as shown by the land  
2867 records of the Recorder of Deeds of St. Louis County. It is unlawful to remove this notice  
2868 until such notice is complied with." Provided however, that the order by the Building  
2869 Commissioner and the posting of said notice shall not be construed to deprive all persons  
2870 entitled thereto by this Chapter to the notice and hearing prescribed herein.

2871 **Section 510.270 Duties of The Building Commissioner.** [Ord. No. 7350 §1, 10-26-2006]

2872 A. The Building Commissioner shall have the powers and duties pursuant to this Chapter to:

2873 1. Supervise all inspections required by this Chapter and cause the Building Inspector to make  
2874 inspections and perform all the duties required of him/her by this Chapter. Upon receiving a  
2875 complaint or report from any source that a dangerous building exists in the City, the  
2876 Building Commissioner shall cause an inspection to be made forthwith. If the Building  
2877 Commissioner deems it necessary to the performance of his/her duties and responsibilities  
2878 imposed herein, the Building Commissioner may request an inspection and report be made  
2879 by any other City department or retain services of an expert whenever the Building  
2880 Commissioner deems such service necessary.

2881 2. Upon receipt of a report from the Building Inspector indicating failure by the owner, lessee,  
2882 occupant, mortgagee, agent or other persons(s) having an interest in said building to  
2883 commence work of reconditioning or demolition within the time specified by this Chapter

- 2884 or upon failure to proceed continuously with work without unnecessary delay, hold a  
2885 hearing giving the affected parties full and adequate hearing on the matter.
- 2886 3. Give written notice of said hearing, either by personal service or by certified mail, return  
2887 receipt requested, or if service cannot be had by either of those modes of service, then by  
2888 publication in a newspaper qualified to publish legal notices, at least ten (10) days in  
2889 advance of the hearing date, to the owner, occupant, mortgagee, lessee, agent and all other  
2890 persons having an interest in said building as shown by the land records of the Recorder of  
2891 Deeds of St. Louis County who may appear before the Director of Public Works on the date  
2892 specified in the notice to show cause why the building or structure reported to be a  
2893 dangerous building should not be repaired, vacated or demolished in accordance with the  
2894 statement of particulars set forth in the Building Inspector's notice as provided herein. Any  
2895 party may be represented by counsel and all parties shall have an opportunity to be heard.
- 2896 4. The Director of Public Works will make written findings of fact from the evidence offered  
2897 at said hearing as to whether or not the building in question is a dangerous building within  
2898 the terms of Section **510.220** of this Chapter.
- 2899 5. If the evidence supports a finding based upon competent and substantial evidence that the  
2900 building or structure is a dangerous building and a nuisance and detrimental to the health,  
2901 safety or welfare of the residents of the City, the Director of Public Works shall issue an  
2902 order based upon its findings of fact commanding the owner, occupant, mortgagee, lessee,  
2903 agent or other persons(s) having an interest in said building as shown by the land records of  
2904 the Recorder of Deeds of St. Louis County to repair, vacate or demolish any building found  
2905 to be a dangerous building and to clean up the property, provided that any person so notified  
2906 shall have the privilege of either repairing or vacating and repairing said building, if such  
2907 repair will comply with the ordinances of this City, or may vacate and demolish said  
2908 dangerous building at his/her own risk to prevent the acquiring by the City of the lien  
2909 against the land where the dangerous building stands. If the evidence does not support a  
2910 finding that a building or structure is a dangerous building or a nuisance or detrimental to  
2911 the health, safety or welfare of the residents of the City, no order shall be issued.
- 2912 6. If the owner, occupant, mortgagee or lessee fails to comply with the order within thirty (30)  
2913 days, the Director of Public Works shall cause such building or structure to be repaired,  
2914 vacated or demolished and the property cleaned up as the facts may warrant. If the Director  
2915 of Public Works or other designated officer or officers issues an order whereby the building  
2916 or structure is demolished, secured or repaired, or the property is cleaned up, the cost of  
2917 performance shall be certified to the City Clerk or officer in charge of finance who shall  
2918 cause a special tax bill or assessment therefor against the property to be prepared and  
2919 collected by the City Collector or other official collecting taxes, unless the building or  
2920 structure is demolished, secured or repaired by a contractor pursuant to an order issued by  
2921 the City and such contractor files a mechanic's lien against the property where the  
2922 dangerous building is located. The contractor may enforce this lien as provided in Sections  
2923 429.010 to 429.360, RSMo. Except as provided in Section **510.180**, at the request of the  
2924 taxpayer the tax bill may be paid in installments over a period of not more than ten (10)  
2925 years. The tax bill from the date of its issuance shall be deemed a personal debt against the

2926 property owner and shall also be a lien on the property until paid. Said tax bill or assessment  
2927 shall bear interest at a rate of eight percent (8%) per annum until paid.

2928 **Section 510.280 Insurance Proceeds — How Handled.**

2929 A. If there are proceeds of any insurance policy based upon a covered claim payment made for  
2930 damage or loss to a building or other structure caused by or arising out of any fire,  
2931 explosion or other casualty loss, the following procedure is established for the payment of  
2932 up to twenty-five percent (25%) of the insurance proceeds as set forth in this Subsection.  
2933 This Subsection shall apply only to a covered claim payment that is in excess of fifty  
2934 percent (50%) of the face value of the policy covering a building or other structure:

2935 1. The insurer shall withhold from the covered claim payment up to twenty-five percent (25%)  
2936 of the covered claim payment and shall pay such monies to the City to deposit into an  
2937 interest-bearing account. Any named mortgagee on the insurance policy shall maintain  
2938 priority over any obligation under this Chapter.

2939 2. The City shall release the proceeds and any interest that has accrued on such proceeds  
2940 received under Subdivision (1) of this Subsection to the insured or as the terms of the policy  
2941 and endorsements thereto provide within thirty (30) days after receipt of such insurance  
2942 monies, unless the City has instituted legal proceedings under the provisions of Subsection  
2943 (6) of Section **510.270**. If the City has proceeded under the provisions of Subsection (6) of  
2944 Section **510.270**, all monies in excess of that necessary to comply with the provisions of  
2945 Subsection (6) of Section **510.270** for the removal, securing, repair and clean up of the  
2946 building or structure and the lot on which it is located, less salvage value, shall be paid to  
2947 the insured.

2948 B. If there are no proceeds of any insurance policy as set forth in Subsection (A) of this  
2949 Section, at the request of the taxpayer the tax bill may be paid in installments over a period  
2950 of not more than ten (10) years. The tax bill from the date of its issuance shall be a lien on  
2951 the property and a personal debt against the property owner(s) until paid.

2952 C. This Section shall apply to fire, explosion or other casualty loss claims arising on all  
2953 buildings and structures.

2954 D. This Section does not make the City a party to any insurance contract, and the insurer is not  
2955 liable to any party for any amount in excess of the proceeds otherwise payable under its  
2956 insurance policy.

2957 E. The Building Commissioner may certify that in lieu of payment of all or part of the covered  
2958 claim payment under Subsection (A) that it has obtained satisfactory proof that the insured  
2959 has removed or will remove the debris and repair, rebuild or otherwise make the premises  
2960 safe and secure. In this event, the Building Commissioner shall issue a certificate within  
2961 thirty (30) days after receipt of proof to permit covered claim payment to the insured  
2962 without the deduction pursuant to Subsection (A) of this Section. It shall be the obligation

2963 of the insured or other person making the claim to provide the insurance company with the  
2964 written certificate provided for in this Subsection.

2965 **Section 510.290 Appeal.**

2966 Any owner, occupant, lessee, mortgagee, agent or any other person(s) having an interest in a  
2967 dangerous building as shown by the land records of the Recorder of Deeds of St. Louis County  
2968 may appeal such decision to the Circuit Court of St. Louis County, as provided for in Sections  
2969 536.100 to 536.140, RSMo., if a proper record as defined in Section 536.130, RSMo., is  
2970 maintained of the hearing provided for in Section **510.270** hereof. Otherwise, the appeal shall be  
2971 made pursuant to the procedures provided for in Section 536.150, RSMo.

2972 **Section 510.300 Emergencies.**

2973 In cases where it reasonably appears that there is immediate danger to the health, life, safety or  
2974 welfare of any person unless a dangerous building, as defined herein, is immediately repaired,  
2975 vacated or demolished and the property is cleaned up, the Building Inspector shall report such  
2976 facts to the Building Commissioner and the Building Commissioner may cause the immediate  
2977 repair, vacation or demolition of such dangerous building. The costs of such emergency repair,  
2978 vacation or demolition of such dangerous building shall be collected in the same manner as  
2979 provided in Sections **510.270** and **510.280**.

2980 **Section 510.310 Violations — Disregarding Notices or Orders.**

2981 The owner, occupant or lessee in possession of any dangerous building who shall fail to comply  
2982 with the order to repair, vacate or demolish said building given by the Building Commissioner or  
2983 who shall fail to proceed continuously without unnecessary delay; and any person removing any  
2984 notices provided for in this Chapter; and any person violating any other provisions of this  
2985 Chapter shall be guilty of an ordinance violation and upon conviction thereof shall be fined not  
2986 more than one thousand dollars (\$1,000.00). Each day that a person fails to comply with an order  
2987 of the Building Commissioner may be deemed a separate offense

2988 Section 2: This ordinance shall become in force and effect immediately upon its  
2989 passage and approval.

2990  
2991 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

2992  
2993 \_\_\_\_\_  
2994 Jackie Pagano  
2995 President of the Council  
2996 City of Florissant

2997  
2998  
2999 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

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Karen Goodwin, MMC/MRCC  
City Clerk

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 OCTOBER 23, 2017

3  
4 BILL NO. 9319

ORDINANCE NO.

5  
6 **AN ORDINANCE PROVIDING FOR THE REPEAL OF CHAPTERS 500,**  
7 **505 AND 510 OF THE CODE OF ORDINANCES OF THE CITY OF**  
8 **FLORISSANT, MISSOURI, AS AMENDED, RELATING TO THE**  
9 **BUILDING CODE AND ENACTING IN LIEU THEREOF A NEW**  
10 **CHAPTER 505 AND A NEW CHAPTER 510 ON THE SAME SUBJECT**  
11 **WITH CERTAIN MODIFICATIONS AS HEREINAFTER SET FORTH.**

12 WHEREAS, certain documents, three (3) copies of which have been placed on file in the  
13 office of the City Clerk ninety (90) days prior to this adoption, and said copies being marked and  
14 designated as the Building Construction Code, and Existing Structures Code, of the City of  
15 Florissant are hereby adopted for the control, maintenance, and construction of structures as  
16 herein provided; and each and all of the regulations, provisions, penalties, conditions, and terms  
17 of the Building Construction Code, and Existing Structure Code, of the City of Florissant are  
18 hereby referred to, adopted and made a part hereof, as if fully set out in these Chapters, with the  
19 additions, insertions, deletions and changes prescribed in this Chapter.

20 **NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY**  
21 **OF FLORISSANT, MISSOURI,**

22 Section 1: Chapters 500, 505 and 510 of the Code of Ordinances of the City of Florissant,  
23 Missouri (the "City") are hereby repealed and a new Chapter 500 Building Regulations, 505  
24 Building Construction Code, and a new Chapter 510 Existing Structures Code, of the Municipal  
25 Code of the City are hereby enacted in lieu thereof, all to read as follows:

26 **CHAPTER 500 – BUILDING REGULATIONS**

27 **ARTICLE I, Section 500.010. Building Permit and Other Fees.**

28 A. Fees. The permittee of any permit for the erection, alteration, enlargement, repair  
29 or removal of any structures or buildings shall pay the City a fee for such permit as  
30 set forth in paragraphs (1) and (2) below except as determined by Section **500.020**  
31 of this Article.

32 1. *Commercial, industrial and multi-family residential construction permit fees.*  
33 The fee for a building permit and inspection of commercial, industrial and multi-  
34 family construction shall be determined by applying the table of fee rates as set  
35 forth below to the total cost of construction as determined by Section **500.020** of  
36 this Article. Permit processing, plan review and charges for inspections are  
37 included in the fee rate. However, the minimum permit fee shall be the first tier  
38 entry of ninety-six dollars (**\$96.00**) where no plan review is required. A building  
39 permit and inspection fee for commercial, industrial, or multiple-family



40 residential construction, with a total estimated cost of construction in excess of  
41 fifty million dollars (\$50,000,000.00) shall be computed at the rate of three  
42 dollars and sixty cents (\$3.60) per thousand dollars of the total estimated cost of  
43 construction.

<b>Construction Cost</b>	<b>Permit Cost</b>
\$1,000	\$96
\$2,000	\$124
\$3,000	\$143
\$4,000	\$163
\$5,000	\$197
\$6,000	\$223
\$7,000	\$233
\$8,000	\$256
\$9,000	\$267
\$10,000	\$270
\$11,000	\$270
\$12,000	\$270
\$13,000	\$270
\$14,000	\$270
\$15,000	\$270
\$16,000	\$271
\$17,000	\$271
\$18,000	\$280
\$19,000	\$294
\$20,000	\$294
\$21,000	\$294
\$22,000	\$294
\$23,000	\$294
\$24,000	\$305
\$25,000	\$305
\$26,000	\$317
\$27,000	\$317
\$28,000	\$329
\$29,000	\$329
\$30,000	\$329
\$31,000	\$340
\$32,000	\$340
\$33,000	\$340
\$34,000	\$352
\$35,000	\$352

\$36,000	\$363
\$37,000	\$364
\$38,000	\$376
\$39,000	\$378
\$40,000	\$389
\$42,000	\$400
\$44,000	\$412
\$46,000	\$422
\$48,000	\$437
\$50,000	\$447
\$52,000	\$460
\$54,000	\$482
\$56,000	\$483
\$58,000	\$494
\$60,000	\$508
\$62,000	\$519
\$64,000	\$531
\$66,000	\$542
\$68,000	\$555
\$70,000	\$567
\$72,000	\$579
\$74,000	\$590
\$76,000	\$603
\$78,000	\$614
\$80,000	\$626
\$82,000	\$638
\$84,000	\$650
\$86,000	\$662
\$88,000	\$674
\$90,000	\$697
\$92,000	\$709
\$94,000	\$722
\$96,000	\$733
\$98,000	\$746
\$100,000	\$756
\$105,000	\$781
\$110,000	\$816
\$115,000	\$839
\$120,000	\$876
\$125,000	\$899
\$130,000	\$937

\$135,000	\$960
\$140,000	\$995
\$145,000	\$1,019
\$150,000	\$1,054
\$155,000	\$1,078
\$160,000	\$1,103
\$165,000	\$1,158
\$170,000	\$1,161
\$175,000	\$1,198
\$180,000	\$1,222
\$185,000	\$1,245
\$190,000	\$1,281
\$195,000	\$1,304
\$200,000	\$1,328
\$210,000	\$1,388
\$220,000	\$1,447
\$230,000	\$1,502
\$240,000	\$1,555
\$250,000	\$1,614
\$260,000	\$1,661
\$270,000	\$1,722
\$280,000	\$1,769
\$290,000	\$1,829
\$300,000	\$1,874
\$310,000	\$1,897
\$320,000	\$1,985
\$330,000	\$2,029
\$340,000	\$2,088
\$350,000	\$2,137
\$360,000	\$2,196
\$370,000	\$2,245
\$380,000	\$2,291
\$390,000	\$2,351
\$400,000	\$2,399
\$420,000	\$2,495
\$440,000	\$2,602
\$460,000	\$2,697
\$480,000	\$2,804
\$500,000	\$2,899
\$520,000	\$2,995
\$540,000	\$3,103

\$560,000	\$3,196
\$580,000	\$3,293
\$600,000	\$3,386
\$620,000	\$3,482
\$640,000	\$3,578
\$660,000	\$3,673
\$680,000	\$3,768
\$700,000	\$3,864
\$720,000	\$3,959
\$740,000	\$4,054
\$760,000	\$4,149
\$780,000	\$4,244
\$800,000	\$4,341
\$820,000	\$4,435
\$840,000	\$4,517
\$860,000	\$4,613
\$880,000	\$4,707
\$900,000	\$4,803
\$920,000	\$4,887
\$940,000	\$4,981
\$960,000	\$5,076
\$980,000	\$5,161
\$1,000,000	\$5,255
\$1,100,000	\$5,683
\$1,200,000	\$6,120
\$1,300,000	\$6,559
\$1,400,000	\$6,986
\$1,500,000	\$7,412
\$1,600,000	\$7,838
\$1,700,000	\$8,254
\$1,800,000	\$8,669
\$1,900,000	\$9,084
\$2,000,000	\$9,497
\$2,100,000	\$9,899
\$2,200,000	\$10,303
\$2,300,000	\$10,707
\$2,400,000	\$11,109
\$2,500,000	\$11,512
\$2,600,000	\$11,904
\$2,700,000	\$12,292
\$2,800,000	\$12,683

\$2,900,000	\$13,076
\$3,000,000	\$13,467
\$3,100,000	\$13,859
\$3,200,000	\$14,237
\$3,300,000	\$14,617
\$3,400,000	\$15,009
\$3,500,000	\$15,387
\$3,600,000	\$15,758
\$3,700,000	\$16,132
\$3,800,000	\$16,512
\$3,900,000	\$16,881
\$4,000,000	\$17,259
\$4,200,000	\$17,993
\$4,400,000	\$18,738
\$4,600,000	\$19,463
\$4,800,000	\$20,198
\$5,000,000	\$20,919
\$5,200,000	\$21,644
\$5,400,000	\$22,353
\$5,600,000	\$23,065
\$5,800,000	\$23,775
\$6,000,000	\$24,473
\$6,200,000	\$25,184
\$6,400,000	\$25,885
\$6,600,000	\$26,559
\$6,800,000	\$27,270
\$7,000,000	\$27,957
\$7,200,000	\$28,644
\$7,400,000	\$29,331
\$7,600,000	\$30,012
\$7,800,000	\$30,694
\$8,000,000	\$31,370
\$8,200,000	\$32,046
\$8,400,000	\$32,720
\$8,600,000	\$33,396
\$8,800,000	\$34,060
\$9,000,000	\$34,722
\$9,200,000	\$35,387
\$9,400,000	\$36,051
\$9,600,000	\$36,713
\$9,800,000	\$37,377

\$10,000,000	\$38,029
\$10,500,000	\$39,663
\$11,000,000	\$41,287
\$11,500,000	\$42,898
\$12,000,000	\$44,510
\$12,500,000	\$46,097
\$13,000,000	\$47,686
\$13,500,000	\$49,260
\$14,000,000	\$50,836
\$14,500,000	\$52,400
\$15,000,000	\$53,952
\$15,500,000	\$55,794
\$16,000,000	\$57,593
\$16,500,000	\$59,390
\$17,000,000	\$61,190
\$17,500,000	\$62,987
\$18,000,000	\$64,786
\$18,500,000	\$66,585
\$19,000,000	\$68,383
\$19,500,000	\$70,181
\$20,000,000	\$71,859
\$20,500,000	\$73,656
\$21,000,000	\$75,450
\$21,500,000	\$77,249
\$22,000,000	\$79,040
\$22,500,000	\$80,838
\$23,000,000	\$82,631
\$23,500,000	\$84,429
\$24,000,000	\$86,222
\$24,500,000	\$88,020
\$25,000,000	\$89,802
\$25,500,000	\$91,611
\$26,000,000	\$93,404
\$26,500,000	\$95,202
\$27,000,000	\$96,994
\$27,500,000	\$98,792
\$28,000,000	\$100,585
\$28,500,000	\$102,383
\$29,000,000	\$104,176
\$29,500,000	\$105,974
\$30,000,000	\$107,584

\$30,500,000	\$109,376
\$31,000,000	\$111,170
\$31,500,000	\$112,962
\$32,000,000	\$114,755
\$32,500,000	\$116,547
\$33,000,000	\$118,338
\$33,500,000	\$120,131
\$34,000,000	\$121,923
\$34,500,000	\$123,715
\$35,000,000	\$125,508
\$35,500,000	\$127,301
\$36,000,000	\$129,093
\$36,500,000	\$130,886
\$37,000,000	\$132,678
\$37,500,000	\$134,469
\$38,000,000	\$136,262
\$38,500,000	\$138,054
\$39,000,000	\$139,846
\$39,500,000	\$141,640
\$40,000,000	\$143,189
\$40,500,000	\$144,981
\$41,000,000	\$146,767
\$41,500,000	\$148,559
\$42,000,000	\$150,345
\$42,500,000	\$152,138
\$43,000,000	\$153,925
\$43,500,000	\$155,717
\$44,000,000	\$157,503
\$44,500,000	\$159,296
\$45,000,000	\$161,082
\$45,500,000	\$162,875
\$46,000,000	\$164,660
\$46,500,000	\$166,453
\$47,000,000	\$168,239
\$47,500,000	\$170,032
\$48,000,000	\$171,819
\$48,500,000	\$173,610
\$49,000,000	\$175,397
\$49,500,000	\$177,190
\$50,000,000	\$178,671

2. *Residential construction permit fees.* The fee for a building permit and inspections of residential construction or new structures, alterations and additions on one- or two-family residential structures and all other miscellaneous residential construction shall be determined by applying the table of fee rates set forth below to the total estimated cost of construction as determined in Section **500.020** of this Article. Permit processing, plan review and inspection charges are included in the fee rate. However, the minimum permit fee shall be ninety-six dollars (**\$96.00**) where no plan review is required.

A fifty dollar (**\$50.00**) fee shall apply for each additional or extra inspection, as defined herein, including inspections for compliance with approved development or site plans. An "*additional inspection*" is defined as an inspection which is required as a result of unusual or complicated construction. An "*extra inspection*" is defined as an inspection which is made as a result of non-compliance, not ready, lock out or similar circumstances.

Construction Cost	Permit Fee
\$1,000	\$96
\$2,000	\$105
\$3,000	\$116
\$4,000	\$129
\$5,000	\$147
\$6,000	\$160
\$7,000	\$166
\$8,000	\$183
\$9,000	\$188
\$10,000	\$191
\$11,000	\$191
\$12,000	\$191
\$13,000	\$191
\$14,000	\$191
\$15,000	\$191
\$16,000	\$192
\$17,000	\$197
\$18,000	\$197
\$19,000	\$205
\$20,000	\$205
\$21,000	\$205
\$22,000	\$205
\$23,000	\$205
\$24,000	\$213
\$25,000	\$213



\$26,000	\$223
\$27,000	\$223
\$28,000	\$227
\$29,000	\$227
\$30,000	\$227
\$31,000	\$236
\$32,000	\$236
\$33,000	\$236
\$34,000	\$245
\$35,000	\$245
\$36,000	\$252
\$37,000	\$253
\$38,000	\$258
\$39,000	\$260
\$40,000	\$268
\$42,000	\$276
\$44,000	\$284
\$46,000	\$290
\$48,000	\$299
\$50,000	\$306
\$52,000	\$313
\$54,000	\$329
\$56,000	\$329
\$58,000	\$338
\$60,000	\$344
\$62,000	\$352
\$64,000	\$359
\$66,000	\$369
\$68,000	\$376
\$70,000	\$383
\$72,000	\$391
\$74,000	\$400
\$76,000	\$407
\$78,000	\$414
\$80,000	\$421
\$82,000	\$431
\$84,000	\$438
\$86,000	\$444
\$88,000	\$453
\$90,000	\$469
\$92,000	\$477

\$94,000	\$483
\$96,000	\$492
\$98,000	\$500
\$100,000	\$508
\$105,000	\$522
\$110,000	\$546
\$115,000	\$561
\$120,000	\$585
\$125,000	\$599
\$130,000	\$624
\$135,000	\$638
\$140,000	\$662
\$145,000	\$677
\$150,000	\$699
\$155,000	\$716
\$160,000	\$731
\$165,000	\$755
\$170,000	\$772
\$175,000	\$794
\$180,000	\$810
\$185,000	\$824
\$190,000	\$845
\$195,000	\$863
\$200,000	\$879
\$210,000	\$918
\$220,000	\$957
\$230,000	\$992
\$240,000	\$1,026
\$250,000	\$1,065
\$260,000	\$1,095
\$270,000	\$1,133
\$280,000	\$1,166
\$290,000	\$1,203
\$300,000	\$1,235
\$310,000	\$1,274
\$320,000	\$1,304
\$330,000	\$1,335
\$340,000	\$1,372
\$350,000	\$1,405
\$360,000	\$1,442
\$370,000	\$1,473

\$380,000	\$1,503
\$390,000	\$1,545
\$400,000	\$1,575
\$420,000	\$1,637
\$440,000	\$1,705
\$460,000	\$1,781
\$480,000	\$1,838
\$500,000	\$1,899
\$520,000	\$1,961
\$540,000	\$2,030
\$560,000	\$2,094
\$580,000	\$2,155
\$600,000	\$2,216
\$620,000	\$2,279
\$640,000	\$2,340
\$660,000	\$2,401
\$680,000	\$2,465

3. *Electrical permit fees.* Electrical permit fees shall follow the rates set forth in Section 500.010(A) except as set forth in **Section 500.020**.
4. *Mechanical permit fees.* Mechanical permit fees shall follow the rates set forth in Section 500.010(A) except as set forth in **Section 500.020**.
5. *Plumbing and sewer permit fees.* Plumbing permit fees shall follow the rates set forth in Section 500.010(A) except as set forth in **Section 500.020**.
6. Miscellaneous fees.
  - a) *Permit Amendments* - **\$40.00**
  - b) *Refund Service Charge* - **\$40.00**
  - c) *Permit Extension* - **\$40.00**
  - d) *Plan Revision* - **\$40.00**
  - e) *Permit Processing* - **\$40 .00**
  - f) *Additional Inspection* - **\$50.00**
    - a. An "additional inspection" is defined as an inspection which is required as a result of unusual or complicated construction.
  - g) *Extra Inspection* - **\$50.00**

- a. An *"extra inspection"* is defined as an inspection which is made as a result of non-compliance, not ready, lock out or similar circumstances.
- h) *Stop Work Order Fee - \$50.00*
- i) Electrical inspection to verify safety (required by utility) - **\$50**
- j) *Land Disturbance Permit Fees.*
- a. Major - **\$500.00**
- b. Ordinary - **\$250.00**
- c. Additional Inspections - **\$40.00**
- k) *Planning and Zoning Plan Review Fees.*
- a. Residential - **\$50.00**
- b. Commercial or Multi-Family Residential - **\$100.00**
- c. The filing fee for the review by the Planning and Zoning Commission of all plans submitted to ensure that all buildings comply with the minimum standards shall be twenty-five dollars (**\$50.00**) for residential buildings and fifty dollars (**\$100.00**) for non-residential projects.

7. Other Permits and Their Fees

- a) *Processing of annual backflow preventer inspection report. - \$40.00*
- b) *Portable On Demand Storage Container (P.O.D.) - \$75.00*
- c) *Roll Off Dumpster - \$75.00*

B. *General.*

1. The number and type of building inspections shall be as required by the Building Official.
2. It shall be the responsibility of the permit holder to maintain proper records of partial permit fee payment.
3. Applicants for additional permits involving previously installed rough-in installations shall produce records of payment regarding partial permit claims.
4. Failure to produce payment and permit records shall result in the full fee being charged for any installation performed under a previously issued partial permit.

- 103 5. Permits issued for partial installations shall be considered completed when the  
104 segment issued is inspected and approved.
- 105 6. Permits shall be issued on the merit of the plans, specifications and  
106 documentation submitted in support of the permit application.
- 107 7. The estimated amount to cover general inspection fees set forth in the above  
108 schedule shall be paid when a permit is issued. Extra or additional inspection  
109 fees shall be paid upon completion of the work prior to a final approval.

110 C. *Administration Costs.*

- 111 1. Administration costs shall also be charged to the owner, his/her developer  
112 and/or agent(s) for any major development. Administration's cost shall include,  
113 but shall not be limited to, the current hourly rate for the Director of Public  
114 Works, City Engineer, Building Commissioner, City Attorney, Building  
115 Inspectors, secretaries, clerk typists, draftsman, copy equipment operators or  
116 any other City employee(s) and shall also include the current duplicating  
117 charge(s) as set by ordinance. Major developments shall include subdivision  
118 projects, special permit projects and all non-residential rezoning projects.
- 119 2. Prior to reviewing building plans and issuing building permits for any major  
120 development, the Director of Public Works or his/her designee shall estimate  
121 the administration costs and shall require the owner, his/her developer and/or  
122 agent(s) to deposit with the City this estimated amount for their particular  
123 project. All administration costs associated with a particular project (including  
124 all preliminary and subsequent consultations prior to Planning and Zoning and  
125 City Council approvals) will be charged against the funds on deposit on a  
126 monthly basis. During the course of a particular project, if funds are not  
127 adequate to cover administration costs, then the owner (his/her developer  
128 and/or agents) will be required to deposit an additional estimated amount with  
129 the City. If at the end of a particular project there are excess funds and all  
130 administration costs have been covered, then these excess funds will be  
131 returned to the owner, his/her developer and/or agents.
- 132 3. If the owner, his/her developer and/or agents(s) fails to deposit adequate funds  
133 required to cover actual (not estimated) administration costs, then an occupancy  
134 permit(s) will be withheld (where applicable) or revoked until the matter is  
135 resolved.

136 I. *Administrative Fees For Various Zoning Applications And Permits.*

- 137 1. The filing fee for a petition for change of zoning district, boundaries, district  
138 classification or special permit shall be one hundred twenty-five dollars  
139 (\$125.00);

2. The application fee for a residential designed development permit shall be one hundred dollars (**\$100.00**);
3. The application fee for a planned environmental unit permit shall be one hundred dollars (**\$100.00**), plus one dollar (**\$1.00**) for each dwelling unit contained in the proposed development;
4. The application fee for a commercial industrial design permit shall be one hundred dollars (**\$100.00**);
5. No application fee shall be charged for an application under the density development procedure other than the normal fees required for processing of the subdivision under the Subdivision Regulations (see Chapter **410** of this Code) and other ordinances.
6. The aforementioned fees to be charged for the various procedures are not refundable, except where petitions or applications are withdrawn before substantial processing has been undertaken, and then only by order of the City Council. In addition to all other fees set out herein, the petitioner for a change of zoning district, district boundaries, district classification, or special permit shall pay to the City any and all costs of publication necessary to comply with the provisions of the Florissant Zoning Ordinance. Such fees shall be paid prior to the time any permit is issued under the Zoning Ordinance.

**Section 500.020 Calculation of Estimated Value of Construction for Determining Permit Fee.**

[Code 1980 § 6-5; CC 1990 § 5-3; Ord. No. 5409, 10-26-1992; Ord. No. 7122 § 1, 1-25-2005]

- A. The Code Official is authorized to estimate the total cost of construction of a structure, building or project, by multiplying the total floor area of the structure in square feet by an appropriate square foot cost rate as published by the International Code Council. Structures or projects for which it is impractical to estimate the total construction cost by said square foot cost method shall be estimated by applying current, commonly accepted unit cost figures to the various components in a commonly accepted manner. In lieu of determining the total cost of construction as outlined above, the Code Official may accept a bona fide contract or any affidavit of the owner of the building structure or project, in which the total cost of construction, including site improvements related to the permit, is verified by applicant and owner.
- B. The method to be used for calculating the estimated value for the construction of any building for the purpose of a building permit fee calculation shall be by one (1) of the following methods in which the highest figure shall be used:

- 181 a. The construction cost may be taken as that cost which was submitted on  
182 the permit application.  
183 b. The construction cost and permit fee may be calculated using the most  
184 recent building valuation data report as published by the International  
185 Code Council (ICC). This cost shall be determined by using one hundred  
186 percent (100%) of the square footage cost given in the table. The  
187 calculation shall be required in writing provided by applicant.

## 188 **CHAPTER 505 - BUILDING CONSTRUCTION CODE**

189 The Building Construction Code of the City of Florissant shall consist of the following code  
190 sections and articles along with all appendixes, additions, insertions, deletions and changes to  
191 each International and National Code, along with the additional City of Florissant code sections  
192 as set out under its related Article or Section below.

### 193 **Section 505.010 Jurisdictional Titles.**

194 [Code 1980 §6-2(b); CC 1990 §5-27; Ord. No. 4877 §3, 2-8-1988; Ord. No. 5319, 1-27-  
195 1992; Ord. No. 5805, 1-8-1996; Ord. No. 6246, 4-12-1999; Ord. No. 6950, 12-8-2003; Ord. No.  
196 7678 §3, 2-10-2010]

197 Throughout the City of Florissant Building Construction Code, wherever the terms "Name of  
198 Jurisdiction" or "Local Jurisdiction" appear, it shall be deemed to mean "City of Florissant";  
199 likewise wherever the term "Department of Building Inspection", "department of building  
200 safety", "the applicable governing authority", "department of property maintenance", or  
201 "authority having jurisdiction" appears, it shall be deemed to mean "City of Florissant Building  
202 Department". The terms "code official", "building official", "fire code official" or "supervisor  
203 of electrical inspection" shall refer to the Building Commissioner of the City of Florissant.

### 204 **Section 505.020 Penalties.**

205 Any person, firm, corporation, Limited Liability Company or other business entity who shall  
206 violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code  
207 of Ordinances of the City of Florissant.

208 **Section 505.030 International Codes Adopted.** The following codes described in Articles I  
209 through XII, are hereby adopted.

## 210 **ARTICLE I. BUILDING CODE**

### 211 **Section 505.040 International Building Code Adopted**

212 The International Building Code, 2015 Edition, including appendixes C, E, F, and I as published  
213 by the International Code Council, Inc., one (1) copy of which was on file in the office of the  
214 City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for

215 public use, inspection and examination, and a copy of which is attached hereto and incorporated  
216 by this reference as if fully set forth herein, is hereby adopted as the Building Code of the City of  
217 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
218 out in Section 500.050 of this Chapter.

219 **Section 505.050 Additions, Insertions, Deletions and Amendments**

220 The following numbered Sections and Subsections of the International Building Code, 2015  
221 Edition, including appendixes C, E, F, and I as published by the International Code Council, Inc.,  
222 are hereby amended by additions, insertions, deletions and amendments so that such Sections  
223 and Subsections shall read as follows:

224 **Section 101.1 Title** *(Amended)*: These regulations shall be known as the Building Code of the  
225 City of Florissant, Missouri, hereinafter referred to as "this code".

226 **Section 103.1 Creation of enforcement agency** *(Amended)*: *The Building Department a Division*  
227 *of the Department of Public Works shall be the department in charge of the enforcement of this*  
228 *code.*

229 **Section 105.2 Work exempt from permit** *(Amended)*.

230 **Building:**

- 231 1. *(Deleted)*
- 232 2. *(Amended)* Fence repairs if total linear feet of repair is 25% or less than the total fence  
233 length added together.
- 234 3. *(Unchanged from code text)*
- 235 4. *(Amended)* Retaining walls that are not over two (2) feet in height measured from the  
236 bottom of the footing to the top of the wall, unless supporting a surcharge load.
- 237 5. *(Unchanged from code text)*
- 238 6. *(Amended)* Sidewalks and driveways not more than thirty (30) inches above grade and  
239 not over any basement or story above. However, any excavation in a public right-of-way  
240 requires an approval and/or permit from the City of Florissant.
- 241 7. *(Amended)* Painting, papering, tiling, carpeting, cabinets, countertops and similar finish  
242 work, unless it interferes with another required system, component, safety condition or  
243 requirement.
- 244 8. *(Unchanged from code text)*
- 245 9. *(Unchanged from code text)*
- 246 10. *(Unchanged from code text)*



11. (Amended) Swings, playground equipment and other recreational structures or equipment accessory to detached one- and two-family dwellings.

12. (Unchanged from code text)

13. (Unchanged from code text)

14. (Added) Removal and installation of exterior coverings provided the work does not interfere with other required systems or components. All newly installed exterior coverings and roofing materials must match the existing in appearance and color, texture and profile so as not to promote visual blight and shall be constructed in a workmanlike manner.

**Section 105.2.1 Emergency Repairs (Amended).** Where equipment or system replacements and/or repairs must be performed in an emergency situation, the permit application shall be submitted within forty-eight (48) working hours of said repair or replacement.

**Section 105.2.4 Fences (Added).** The finished side of fences shall face all neighboring properties including streets and alleys so as to prohibit the view of fence posts and support rails from adjoining properties.

**Exception:** In cases where both sides of a fence are intended to be finished, i.e. shadowbox or basket weave construction, etc.

**Section 105.3.3 Integrated permits (Added).** The Code Official shall be permitted to issue integrated building, plumbing, electrical and/or mechanical permits on a single permit application. The integrated permit primary applicant shall be responsible for providing the Department of Public Works copies of the plumbing, electrical and/or mechanical permit form with the name, signature and license number of the appropriate subcontractor. Any change in the identity of the named subcontractor after issuance of the permit shall result in the assessment of a transfer or revision fee in the amount specified in this Code.

**Section 105.7 Placement of Permit (Amended).** The building permit authorization card and stamped approved plans shall be kept on the construction site until completion of the work. The authorization card shall be placed in a window visible from the street upon which the structure or structures face, or located on the exterior of the structure facing the street in a clear waterproof container.

**Section 113.1 General (Deleted and Replaced).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1.

**Section 114.4 Violation penalties (Amended).** Any person, firm, corporation, Limited Liability Company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

**Section 114.5 Method of Service (Added).** Such notice shall be deemed to be properly served upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof is:

1. Delivered personally by leaving the notice with a responsible party of suitable age and discretion;
2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service, UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent known address or the mailing address according to the real estate property records of St. Louis County Missouri.
3. A copy thereof may be posted in a conspicuous place in or about the structure affected by such notice.

**Section 3107.2 Permits required (Added).** A sign shall not be erected, constructed or altered except as herein provided and not until any applicable fees are paid by the applicant and the sign permit has been issued by the *building official*.

**Section 3308.3 Storage containers (Added).** No dumpster or construction storage unit or portable on demand storage container (P.O.D.) may be placed without first receiving a permit from the City's Public Works Department per City Code Section 210.1280.

## **ARTICLE II. RESIDENTIAL CODE**

### **Section 505.060 International Residential Code Adopted.**

The International Residential Code, 2015 Edition, including appendixes A, B, C, D, G, H, and K as published by the International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Residential Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.070 of this Chapter.

### **Section 505.070 Additions, Insertions, Deletions and Amendments.**

The following numbered Sections and Subsections of the International Residential Code, 2015 Edition, including appendixes A, B, C, D, G, H, and K as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 101.1 Title (Amended).** These provisions shall be known as the Residential Code for One- and Two-Family Dwellings of the City of Florissant and shall be cited as such and will be referred to herein as "this code".

**Section 105.2 Work exempt from permit (Amended).** Exemption from permit requirements of this code shall not be deemed to grand authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

**Building:**

1. *(Deleted)*
2. *(Amended)* Fence repairs if total linear feet of repair is 25% or less than the total cumulative fence length on the parcel.
3. *(Amended)* - Retaining walls that are not over two (2) feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge load.
4. *(Unchanged from code text)*
5. *(Amended)* - Sidewalks and driveways not more than thirty (30) inches above grade and not over any basement or story above. However, any excavation in a public right-of-way requires an approval and/or permit from the City of Florissant.
6. *(Amended)* Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work, unless it interferes with another required system, component, safety condition or requirement.
7. *(Amended)* Swings, playground equipment and other recreational structures or equipment accessory to detached one- and two-family dwellings.
8. *(Unchanged from code text)*
9. *(Unchanged from code text)*
10. *(Deleted)*
11. *(Added)* Removal and installation of exterior coverings provided the work does not interfere with other required systems or components. All newly installed exterior coverings and roofing materials must match the existing in appearance and color, texture and profile so as not to promote visual blight and shall be constructed in a workmanlike manner.
12. *(Added)* Re-roofing provided the scope of work does not include installation of more than 25% of roof decking. All applicable code sections still apply and may be enforced if

found to be installed contrary to this code. All newly installed exterior coverings and roofing materials must match the existing in appearance and color, texture and profile so as not to promote visual blight and shall be constructed in a workmanlike manner.

**Electrical:** *(Unchanged from code text)*

**Gas:** *(Unchanged from code text)*

**Mechanical:** *(Unchanged from code text)*

**Plumbing:** *(Unchanged from code text)*

**Section 105.2.1 Emergency Repairs** *(Amended)*: Where equipment or system replacements and/or repairs must be performed in an emergency situation, the permit application shall be submitted within forty-eight (48) working hours of said repair or replacement.

**Section 105.3.3 Integrated permits** *(Added)*. The Code Official shall be permitted to issue integrated building, plumbing, electrical and/or mechanical permits on a single permit application. The integrated permit primary applicant shall be responsible for providing the Department of Public Works copies of the plumbing, electrical and/or mechanical permit form with the name, signature and license number of the appropriate subcontractor. Any change in the identity of the named subcontractor after issuance of the permit shall result in the assessment of a transfer or revision fee in the amount specified in this Code.

**Section 105.7 Placement of Permit** *(Amended)*: The building permit authorization card and stamped approved plans shall be kept on the construction site until completion of the work. The authorization card shall be placed in a window visible from the street upon which the structure or structures face, or located on the exterior of the structure facing the street in a clear waterproof container.

**Section 112.1 General** *(Deleted and replaced)*. In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1. The *building official* shall be an *ex officio* member of the board when hearing building code appeals but shall not have a vote on any matter before the board.

**Section R113.4 Violation penalties** *(Amended)*. Any person, firm, corporation, Limited Liability Company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

**Section 113.5 Method of Service** *(Added)*: Such notice shall be deemed to be properly served upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof is:

1. Delivered personally by leaving the notice with a responsible party of suitable age and discretion;
2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service, UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent known address or the mailing address according to the real estate property records of St. Louis County Missouri.
3. A copy thereof may be posted in a conspicuous place in or about the structure affected by such notice.

**Table R301.2(1)** *(Amended to have the following values inserted):*

Ground Snow Load – **Twenty (20) Pounds Per Square Foot**

Wind Speeds – **One Hundred Fifteen (115) Miles Per Hour**

Topographic Effects - **NO**

Special Wind Region - **NO**

Wind-Borne Debris Zone – **NO**

Seismic Design Category – **C**

Weathering – **Severe**

Front In Line Depth – **Thirty (30) Inches**

Termite – **Moderate to Heavy**

Winter Design Temperature – **Five (5) Degrees Fahrenheit**

Ice Shield Underlayment Required – **YES, At Valleys and Eaves**

Flood Hazard – **See Chapter 415 of the Florissant Code of Ordinances**

Air Freezing Index – **1500**

Mean Annual Temperature – **53.3 Degrees Fahrenheit**

**Section 312.1.5 Retaining wall protection** *(Added)*. Guards shall be provided where retaining walls with differences in grade level on either side of the wall in excess of 30 inches are located closer than 2 feet to a walk, path, parking lot or driveway on the high side of the retaining wall.

**Section 313.2 One- and two-family dwellings automatic fire systems** *(Amended)*. Any builder of single-family dwellings or residences or multifamily dwellings of four or fewer units shall offer, in writing, to any purchaser the option to install or equip such dwellings or residences with a fire

409 sprinkler system at the purchaser's cost in accord with the requirements of State of Missouri law,  
410 Section 67.281, RSMo. Supp. 2009.

411 ***Section 327 FENCES WALLS AND SCREENS (Added).***

412 ***Section 327.1 Fences general (Added).*** All fences, walls and screens must be constructed in  
413 accordance with the zoning code of the City of Florissant. It shall be unlawful to erect any  
414 division, fence or screen, in whole or in part, of cloth, canvas or similar non-durable material.

415 ***Section 327.2 Finished side (Added).*** The finished side of fences shall face all neighboring  
416 properties including streets and alleys so as to prohibit the view of fence posts and support rails  
417 from adjoining properties.

418 **Exception:** In cases where both sides of a fence are intended to be finished, i.e. shadowbox or  
419 basket weave construction, etc.

420 ***Section 2603.5.1: Building Sewer depth (Amended).*** Building sewers that connect to private  
421 sewage disposal systems shall be not less than 30 inches below finished grade at the point of  
422 septic tank connection. Building sewers shall not be less than 30 inches below grade at any  
423 point.

424 **ARTICLE III. MECHANICAL CODE**

425 **Section 505.080 International Mechanical Code Adopted.**

426 The International Mechanical Code, 2015 Edition including appendix A as published by the  
427 International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk  
428 for a period of ninety (90) days prior to the adoption of this Chapter and available for public use,  
429 inspection and examination, and a copy of which is attached hereto and incorporated by this  
430 reference as if fully set forth herein, is hereby adopted as the Mechanical Code of the City of  
431 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
432 out in Section 505.090 of this Chapter.

433 **Section 505.090 Additions, Insertions, Deletions and Amendments.**

434 The following numbered Sections and Subsections of the International Mechanical Code, 2015  
435 Edition, including appendix A as published by the International Code Council, Inc., are hereby  
436 amended by additions, insertions, deletions and amendments so that such Sections and  
437 Subsections shall read as follows:

438 ***Section 101.1 Title (Amended).*** These regulations shall be known as the Mechanical Code of the  
439 City of Florissant, Missouri, hereinafter referred to as "this code".

440 ***Section 106.1.3 License Required (Added).*** No person who is not licensed by the St. Louis  
441 County Department of Public Works as a Mechanical Contractor shall engage in or perform the

work of installing, altering or repairing mechanical facilities unless permitted by sections **106.1.4** or **106.1.5** below.

**Section 106.1.4 Homeowner Mechanical Permit (Added).** A homeowner permit may be issued for an addition to or repair, modification or reconstruction of an existing mechanical system on the premises of a detached single-family dwelling including accessory structures to the owner or to a member of his/her or her immediate family residing with him/her. A homeowner permit issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section. Upon revocation, the property owner may be required by the building official to proceed immediately to procure a licensed professional to correct or complete the work. A Homeowner Mechanical Permit is subject to the following conditions:

1. The dwelling shall be designed and used solely for living purposes.
2. The dwelling shall be occupied by or vacant and intended for immediate occupancy by the owner and his/her family and no other person.
3. The permittee shall personally perform all required work.
4. The applicant must present proof of current **Section 608 Technician Certification** as set forth by the United States Environmental Protection Agency.
5. The permit shall not apply to the portion of the system that is used for gas line.
6. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in mechanical work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.
7. This Section does not authorize a waiver or modification of any provision of the Code relating to the material, design, installation or practice of mechanical work or to the preparation and approval of plans or to required fees for permits or inspections.
8. If the test is failed, the homeowner must wait a minimum of thirty (30) days to retake the test.
9. A fee for testing shall be according to fee schedule established by the City of Florissant, Missouri.

**Section 106.1.5 Multi-Family Technician Mechanical Permit (Added).** A Multi-Family Technician Mechanical Permit may be issued for an addition to or repair, modification or reconstruction of an existing mechanical system on the premises of a multi-family building including accessory structures. A permit issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section. Upon revocation, the property owner may be required by the building official to proceed immediately to procure a licensed professional to correct or complete the work. A Multi-Family Technician Mechanical Permit is subject to the following conditions:

1. The building shall be designed and used solely for living purposes.

- 480 2. The permittee shall personally perform all required work.
- 481 3. The applicant must be currently employed at the location of the permitted work and must  
482 present authorization by the management to obtain such an authorization.
- 483 4. The applicant must present proof of current **Section 608 Technician Certification** as set  
484 forth by the United States Environmental Protection Agency.
- 485 5. The permit shall not apply to the portion of the system that is used for gas line except to  
486 reconnect with an approved gas line connector.
- 487 6. Prior to issuance of a permit under this Section, the building official may require an affidavit  
488 or other reasonable proof, such as a test to assure competency in mechanical work, that the  
489 request for a permit complies with the foregoing provisions and that the applicant has the  
490 necessary knowledge and ability to perform the proposed work.
- 491 7. This Section does not authorize a waiver or modification of any provision of the Code  
492 relating to the material, design, installation or practice of mechanical work or to the  
493 preparation and approval of plans or to required fees for permits or inspections.
- 494 8. If the test is failed, the applicant must wait a minimum of thirty (30) days to retake the test.
- 495 9. A fee for testing shall be according to fee schedule established by the City of Florissant,  
496 Missouri.

497 **Section 106.5.2 Permit fees (Amended).** The permit fees for the installation, extension, repair or  
498 alteration of heating, air handling, and refrigeration equipment shall be in accordance with the  
499 fee schedule as established by the City of Florissant, Missouri.

500 **Section 106.5.3 (Deleted).**

501 **Section 106.6 Emergency Repairs (Added).** Where equipment or system replacements and/or  
502 repairs must be performed in an emergency situation, the permit application shall be submitted  
503 within forty-eight (48) working hours of said repair or replacement.

504 **Section 108.4 Violation penalties (Amended).** Any person, firm, corporation, limited liability  
505 company or other business entity who shall violate any provision of this code shall be subject to  
506 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

507 **Section 108.5 Stop work order (Amended).** The “**amount**” referred to in this Section shall be the  
508 penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

509 **Section 109.2 Membership of board (Amended).** In order to hear and decide appeals of orders,  
510 decisions, or determinations made by the *building official* relative to the application and  
511 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
512 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

513 **Sections 109.2.1 through 109.7 (Deleted).**



**Section 303.6.1 Location (Added).** Mechanical equipment, air conditioning condensing units, pool pumps, geothermal borings and/or piping and other mechanical appliances and equipment located outdoors shall be located according to the zoning ordinance of the City of Florissant.

**405.1 Enclosed parking garages (Amended).** Mechanical ventilation systems for enclosed parking garages shall be permitted to operate intermittently where the system is arranged to operate automatically upon detection of vehicle operation or the presence of occupants by approved automatic detection devices. The mechanical ventilation system shall have means to operate manually for a remote device. The location and installation shall be approved by the building official.

## **ARTICLE IV. ELECTRICAL CODE**

### **Section 505.100 National Electrical Code Adopted.**

The National Electrical Code, 2014 Edition as published by the National Fire Protection Association, one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Electrical Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.110 of this Chapter.

### **Section 505.110 Additions, Insertions, Deletions and Amendments.**

The following numbered Sections and Subsections of the National Electrical Code, 2014 Edition as published by the National Fire Protection Association, are hereby amended by additions, insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 89.1 Title (Added).** This code shall be known as the Electrical Code of the City of Florissant, Missouri, and shall be cited as such. It is referred to herein as "this code".

**Section 89.2 Permits Required (Added).** Electrical permits must be obtained from the City of Florissant Public Works Department prior to any construction, alteration, addition, or modification to any system supplying or transferring electrical power, alarms, data transmission, or low voltage electricity. The permit fees for electrical permits shall be in accordance with the permit fee schedule as established by the City of Florissant, Missouri. No permit issued under these provisions of the Code shall be assignable or transferable or be used to aid or abet any unlicensed or unauthorized person, firm or corporation in the performance of electrical work. A true copy of the electrical permit shall be kept on the construction site, open to public inspection during the entire time of prosecution of the work and until the completion of the same.

**Section 89.3 Violation penalties (Added).** Any person, firm, corporation, limited liability company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant. Each day a

551 violation continues after actual notice to either the responsible individual, person, firm,  
552 institution, corporation or organization or representative thereof to whom the permit was issued  
553 or to the owner or both or to the legally authorized representative of the permit holder, owner or  
554 both shall constitute a separate violation.

555 **Section 89.4 Stop work orders (Added).** Any person found to be in violation of the Electrical  
556 Code of the City of Florissant shall be subject to the penalties of Section 100.080 of the Code of  
557 Ordinances of the City of Florissant.

558 **Section 89.5 Licenses required (Added).** No person who is not licensed by the St. Louis County  
559 Department of Public Works as a Master Electrician or a Licensed Journeyman Electrician or a  
560 Registered Electrician or a Registered Electrician Apprentice working under the direction of a  
561 licensed Electrical Contractor shall engage in or perform the work of installing, altering or  
562 repairing electrical facilities in a building for the supply and distribution of electrical power, or  
563 alarm or data systems. No person who is not licensed by the St. Louis County Department of  
564 Public Works as a Licensed Electrician, Licensed Low Voltage Contractor or Journeyman Low  
565 Voltage Electrician shall engage in or perform the work of installing or modifying low voltage,  
566 data transmission, or alarm systems.

567 **Section 89.6 Electrical Code Appeals Board (Added).** In order to hear and decide appeals of  
568 orders, decisions, or determinations made by the *building official* relative to the application and  
569 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
570 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

571 **Section 89.7 Electrical Inspection Generally (Added).** Upon completion of any electrical  
572 installation for which a permit has been issued, the permittee shall notify the office of the  
573 *building official* and a final inspection shall be made. The *building official* shall cause to be made  
574 as many interim inspections as he/she deems necessary. No installation shall be covered or  
575 concealed until inspected.

576 **Section 89.7.1 Third Party Inspections (Added).** The *building official* may accept reports of  
577 inspection by authoritative and recognized services or individuals. Such services or individuals  
578 must be proven experience in the electrical field as it relates to the work being inspected. All  
579 reports of such inspection shall be in writing and certified by a responsible officer of such  
580 authoritative service or by the responsible individual.

581 **Section 89.7.2 Additional Inspections (Added).** The *building official* may engage such services  
582 or individuals as may be deemed necessary to report on unusual technical issues that may arise  
583 and such services shall be at the expense of the permit holder.

584 **Section 89.7.4 Doing Electrical Business Without a License (Added).** It shall be unlawful for  
585 any person to engage in the business of electrical or communication work within the City  
586 without having been duly licensed as required by the provisions of this Section.

587 **Section 89.7.5 Use of Licensee's Name By Another — Office of Building Official to be**  
588 **Notified of Business Name and Address (Added).** No person having obtained a license under

the provisions of this Section shall allow his/her name to be used by another person, either for the purpose of obtaining permits or for doing business or work under the license. Every person licensed shall notify the office of the *building official* of the address of his/her place of business and the name under which such business is carried on and shall give immediate notice to the office of the *building official* of any change in either.

**Section 89.7.4 Homeowner Electrical Permit (Added).** A homeowner permit may be issued for an addition to or repair, modification or reconstruction of an existing electrical system on the premises of a detached single-family dwelling including accessory structures to the owner or to a member of his/her or her immediate family residing with him/her. A homeowner permit issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section. Upon revocation, the property owner may be required by the building official to proceed immediately to procure a licensed professional to correct or complete the work. A Homeowner Electrical Permit is subject to the following conditions:

1. The dwelling shall be designed and used solely for living purposes.
2. The dwelling shall be occupied by or vacant and intended for immediate occupancy by the owner and his/her family and no other person.
3. The permittee shall personally perform all required work.
4. The homeowner permit shall not apply to the main service(s), service entrance conductors, meter box or main electrical panel.
5. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in electrical work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.
6. This Section does not authorize a waiver or modification of any provision of the Electrical Code relating to the material, design, installation or practice of electrical work or to the preparation and approval of plans or to required fees for permits or inspections.
7. If the test is failed, the homeowner must wait a minimum of thirty (30) days to retake the test.
8. A fee for testing will be according to fee schedule established by the City of Florissant, Missouri.

**Section 89.7.5 Emergency Repairs (Added).** In the case of a catastrophic event (i.e., earthquake, tornado, etc.) work may proceed to eliminate hazards and restore the electrical system to a safe and functional condition prior to obtaining a permit, however, a permit shall be applied for as soon as circumstances reasonably allow.

**Section 89.7.6 Suspension of Permit (Added).** Any permit issued shall become invalid if the authorized work is not commenced within six (6) months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work.

**Section 89.7.7 Extension of Permits (Added).** Electrical permits may be extended at any time up to thirty (30) days prior to the date of abandonment or expiration date of the specific permit.

**Section 89.7.8 Revocation of Permit (Added).** The Code Official shall revoke a permit or approval issued under the provisions of this Code in case of any false statement or misrepresentation of fact in the application or on the construction documents upon which the permit or approval was based.

**Section 89.7.9 Separate Permits (Added).** Permit applicants may submit separate applications for building, mechanical, electrical or plumbing permits. As a condition of approval the owner or owner's agent shall agree to assume full responsibility for the coordination of all applicable code requirements relating to these permits.

**Section 89.7.10 Integrated permits (Added).** The Code Official shall be permitted to issue integrated building, plumbing, electrical and/or mechanical permits on a single permit application.

**Section 89.7.11 Applicant Responsibility (Added).** The integrated permit applicant shall be responsible for the return to the Department of Public Works copies of the plumbing, electrical and/or mechanical permit form with the name, signature and license number of the appropriate subcontractor. Any change in the identity of the named subcontractor after issuance of the permit shall result in the assessment of a transfer fee in the amount specified in this Code.

**Section 89.7.12 Plans and Specifications (Added).** The application for a building permit shall describe in detail the nature of such work, shall give the location by street and number thereof, shall be accompanied by at least two (2) sets of plans and specifications bearing the seal of an engineer authorized to perform engineering work in the State of Missouri and shall contain an accurate description and account of electrical fixtures to be installed. The *building official* may waive the need for such plans when the work involved is of a minor nature or can be described adequately by other means. If in the course of the work it is found necessary to make any change from the approved plans and specifications on which a permit has been issued, amended plans and specifications shall be submitted and, if approved, a supplementary permit shall be issued to cover the change after the same conditions required to secure the original permit have been satisfied. If the change is minor in nature and does not require further plan review, the *building official* may waive the need for a supplemental permit and may amend the original permit subject to fees as set forth in the Florissant City Code of Ordinances.

**Section 89.7.13 Notice of Violations (Added).** The *building official* or designated representatives shall serve a notice of violation for the installation, extension, alteration, repair or maintenance of electrical systems which are in violation of the provisions of this Code or in violation of a detailed statement or a plan approved thereunder or in violation of a permit issued under the provisions of this Code to the permittee or the owner of the building, structure or premises. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation. Such notice shall be deemed to be properly served if a copy thereof is:

1. Delivered to the owner, individual performing the work, contractor or permit holder personally by leaving the notice with a responsible party of suitable age and discretion;
2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service, UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent

known address or the mailing address according to the real estate property records of St. Louis County Missouri.

3. A copy thereof may be posted in a conspicuous place in or about the structure affected by such notice.

**Section 89.7.14 Stop Work Order (Added).** Upon notice from the *building official* that work on any building, structure or premises is proceeding contrary to the provisions of this Code in an unsafe and dangerous manner, such work shall immediately be stopped. The *building official* shall issue a stop work order in writing to the owner of the property involved or to the person doing the work. The stop work order shall state the conditions under which the work may resume. The building or premises on which a stop work is placed shall be posted as such.

**Section 89.7.15 Unlawful Continuance of Work (Added).** Any person who shall continue any work in or about the building, structure or premise after the issuance of a stop work order that is directed to be performed to remove a violation or unsafe condition shall be guilty of a violation of this Code and subject to the penalties set out in Section 100.080 of the Code of the City of Florissant, Missouri.

**Section 89.7.16 Unsafe Condition (Added).** All electrical systems regardless of type which constitute a hazard to human life, health or welfare are hereby declared illegal and shall be abated by repair and rehabilitation or removal.

**Section 89.7.17 Emergency Measures (Added).** When in the opinion of the *building official* there is a real and present danger or hazard which would endanger human life, the *building official* is hereby authorized and empowered to order and require the occupants to vacate a structure forthwith. The *building official* shall post each entrance to such structure as unsafe and unoccupiable.

**Section 89.7.18 Existing Electrical Systems (Added).** The legal use and occupancy of any structure existing on the date of the adoption of this Code or for which it had been heretofore approved may be continued without change except as may be specifically covered in this Code or deemed necessary by the *building official* for the general safety and welfare of the occupants and the public.

**Section 89.7.19 Alteration or Repair of Existing Electrical Systems (Added).** Incidental repairs, replacements or alterations to an existing system generally recognized as being part of normal household or normal maintenance activities with regard to such systems shall not require a permit and may be made in the same manner and arrangement as in the existing system provided such repairs, replacements or alterations are made in a safe manner. Minor repairs, replacements or alterations to an existing system may be made in the same manner and arrangement as in the existing system provided such repairs or replacements are made in a safe manner and are approved by the electrical official.

**Section 89.7.20 Alteration or Substantial Repairs (Added).** Alteration or substantial repairs may be made to any existing electrical system without requiring the system to comply with all the requirements of this Code provided such work conforms to that required for a new electrical

system. Alterations or repairs shall not cause an existing electrical system to become unsafe or adversely affect the performance of the system.

**Section 89.7.21 Additional Loads On Existing Electrical System (Added).** Where additions or alterations subject parts of existing systems to loads exceeding those permitted herein, such parts shall be made to comply with this Code. The licensed and permitted electrician shall provide a complete load calculation to the Electrical Inspection Official.

**Section 89.7.22 Maintenance of Electrical Systems (Added).** All electrical systems, both existing and new, shall be maintained in a safe condition. All service equipment, devices and safeguards which are required by this Code or which were required in the building or structure by previous Statute or ordinance shall be maintained in good working order when installed, altered or repaired.

**Section 89.7.23 Owner Responsibility (Added).** The owner or a designated agent shall be responsible for the safe maintenance of the electrical systems in any building, structure or premises at all times.

**Section 89.7.24 Moved Structures (Added).** Buildings and structures moved into or within the jurisdiction shall comply with the provisions of this Code for new buildings or structures.

**Section 89.7.25 Modifications (Added).** Where there are practical difficulties involved in carrying out the provisions of this Code, the Code Official shall have the right to vary or modify such provisions upon application of the owner or the owner's representative, provided that the spirit and intent of the law is observed and that the public health, safety and welfare is assured.

**Section 89.7.26 Records (Added).** The application for modification and the final decision of the Code Official shall be in writing and shall be officially recorded with the application for the permit in the permanent records of the office of electrical inspection.

**Section 89.7.27 Material and Equipment Reuse (Added).** Materials, equipment and devices shall not be reused unless such elements have been reconditioned, tested and placed in good and proper working condition and approved by the building official.

**Section 89.7.28 Alternative Materials and Equipment (Added).** The provisions of this Code are not intended to prevent the installation of any material or to prohibit any method of construction not specifically prescribed by this Code, provided that any such alternative has been approved. An alternative material or method of construction shall be approved where the Code Official finds that the proposed design is satisfactory and complies with the intent of the provisions of this Code and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this Code in quality, strength, effectiveness, fire-resistance, durability and safety. Research and investigation-sufficient technical data shall be submitted to substantiate the proposed installation of any material or assembly. If it is determined that the evidence submitted is satisfactory proof of performance for the proposed installation, the Code Official shall approve such alternative subject to the requirements of this Code. The costs of all tests, reports and investigations required under these provisions shall be paid for by the applicant.

746

## ARTICLE V. PLUMBING CODE.

### 747 **Section 505.150 International Plumbing Code Adopted.**

748 The International Plumbing Code, 2015 Edition, including appendix E as published by the  
749 International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk  
750 for a period of ninety (90) days prior to the adoption of this Chapter and available for public use,  
751 inspection and examination, and a copy of which is attached hereto and incorporated by this  
752 reference as if fully set forth herein, is hereby adopted as the Plumbing Code of the City of  
753 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
754 out in Section 505.160 of this Chapter.

### 755 **Section 505.160 Additions, Insertions, Deletions and Amendments.**

756 The following numbered Sections and Subsections of the International Plumbing Code, 2015  
757 Edition, including appendix E as published by the International Code Council, Inc., are hereby  
758 amended by additions, insertions, deletions and amendments so that such Sections and  
759 Subsections shall read as follows:

760 **Section 101.1 Title (Amended).** These regulations shall be known as the Plumbing Code of the  
761 City of Florissant Missouri, hereinafter referred to as "this code".

762 **Sections 106.1.1 and 106.1.2 (Deleted).**

763 **Section 106.6.2 Fee Schedule (Amended).** The fees for all plumbing work shall be paid in  
764 accordance with the fee schedule as established by the City of Florissant, Missouri.

765 **Section 106.6.3 (Deleted).**

766 **Section 106.7 Emergency Repairs (Added).** Where equipment or system replacements and/or  
767 repairs must be performed in an emergency situation, the permit application shall be submitted  
768 within forty-eight (48) working hours of said repair or replacement.

769 **Section 108.4 Violation penalties (Amended).** Any person, firm, corporation, limited liability  
770 company or other business entity who shall violate any provision of this code, or who shall erect,  
771 install, alter, or repair plumbing work in violation of the approved construction documents or  
772 directive of the code official, or of a permit or certificated issued by the code official, shall be  
773 subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

774 **Section 108.5 Stop Work Orders (Amended).** Upon notice from the code official, work on any  
775 plumbing system that is being performed contrary to the provisions of this code or in a dangerous  
776 or unsafe manner shall immediately cease. Such notice shall be delivered according to Section  
777 114.5 of the Building Code of the City of Florissant. Any person who shall continue any work in  
778 or about the building after having been served with a stop work order, except such work as is  
779 directed by the Code Official to remove a violation or unsafe condition, shall be subject to the  
780 penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

**Section 106.4.1 Licenses required (Added).** No person who is not licensed by the St. Louis County Department of Public Works as a Master Plumber or a licensed Journeyman Plumber or a Registered Plumber or a Registered Plumber Apprentice working under the direction of a licensed Master Plumber shall engage in or perform the work of installing, altering or repairing facilities in a building for the supply and distribution of water for ordinary drinking, culinary and domestic purposes of facilities or for the removal therefrom of waterborne wastes except as set forth in section **106.4.2**. No person who is not licensed by the St. Louis County Department of Public Works as a Master or Journeyman Drainlayer shall engage in or perform the work of installing sanitary or storm sewer.

**Section 106.4.2 Homeowner Plumbing Permit (Added).** A homeowner permit may be issued for an addition to or repair, modification or reconstruction of an existing plumbing system on the premises of a detached single-family dwelling including accessory structures to the owner or to a member of his/her or her immediate family residing with him/her. A homeowner permit issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section. Upon revocation, the property owner may be required by the building official to proceed immediately to procure a licensed professional to correct or complete the work. A Homeowner Plumbing Permit is subject to the following conditions:

1. The dwelling shall be designed and used solely for living purposes.
2. The dwelling shall be occupied by or vacant and intended for immediate occupancy by the owner and his/her family and no other person.
3. The permittee shall personally perform all required work.
4. The homeowner permit shall not apply to the portion of the system that is used for gas line or located underground, under a concrete slab or outside the building envelope except to reconnect with an approved gas line connector.
5. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in plumbing work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.
6. This Section does not authorize a waiver or modification of any provision of the Plumbing Code relating to the material, design, installation or practice of plumbing work or to the preparation and approval of plans or to required fees for permits or inspections.
7. If the test is failed, the homeowner must wait a minimum of thirty (30) days to retake the test.
8. A fee for testing will be according to fee schedule established by the City of Florissant, Missouri.

**Section 106.4.3 Multi-Family Maintenance Technician Water Heater Permit (Added).** Authorization to apply for water heater installation permits may be issued to a maintenance technician who is not a St. Louis County licensed plumber subject to the following conditions:



1. The applicant must be currently employed at the location of the permitted work and must present authorization by the management to obtain such an authorization.
2. The permit shall not apply to the portion of the system that is used for gas line except to reconnect with an approved gas line connector.
3. Prior to issuance of a permit under this Section, the *building official* may require an affidavit or other reasonable proof, such as a test to assure competency in plumbing work, that the request for a permit complies with the foregoing provisions and that the applicant has the necessary knowledge and ability to perform the proposed work.
4. This Section does not authorize a waiver or modification of any provision of the Plumbing Code relating to the material, design, installation or practice of plumbing work or to the preparation and approval of plans or to required fees for permits or inspections.
5. Permits issued pursuant to this Section may be revoked by the building official if he/she determines that the work under the permit is not properly performed or that the application did not comply or no longer complies with this Section
6. If the test is failed, the technician must wait a minimum of thirty (30) days to retake the test.
7. A fee for testing will be according to fee schedule established by the City of Florissant, Missouri.

**Section 109.2 Membership of board (Amended).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1.

**Sections 109.2 through 109.7 (Deleted).**

**Section 903.1 Roof extension (Amended).** All open vent pipes that extend through a roof shall be terminated at least 12 inches above the roof, except that where a roof is to be used for any other purpose other than weather protection, the vent extensions shall be run at least 7 feet (2134 mm) above the roof.

## **ARTICLE VI. FIRE CODE.**

**Section 505.180 International Fire Code Adopted.**

The International Fire Code, 2015 Edition, including appendixes B, E, F, G, and H as published by the International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Fire Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.190 of this Chapter.

**Section 505.190 Additions, Insertions, Deletions and Amendments.**

855 The following numbered Sections and Subsections of the International Fire Code, 2015 Edition,  
856 including appendixes B, E, F, G, and H as published by the International Code Council, Inc., are  
857 hereby amended by additions, insertions, deletions and amendments so that such Sections and  
858 Subsections shall read as follows:

859 **Section 101.1 Title (Amended).** This code shall be known as the Fire Code of the City of  
860 Florissant, Missouri, and shall be cited as such. It is referred to herein as "this code".

861 **Section 105.1.7 Permit fees (Added).** The permit fees for fire permits shall be in accordance with  
862 the fee schedule as established by the City of Florissant, Missouri.

863 **Section 107.4 Violation penalties (Amended).** Any person, firm, corporation, limited liability  
864 company or other business entity who shall violate any provision of this code shall be subject to  
865 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

866 **Section 108.5 (Stop work orders)** is amended by inserting in the spaces shown as "(AMOUNT)"  
867 the following language "*the penalties set forth in Section 100.080 of the Code of Ordinances of*  
868 *the City of Florissant.*"

869 **Section 109.2 Membership of Board (Amended).** In order to hear and decide appeals of orders,  
870 decisions, or determinations made by the *building official* relative to the application and  
871 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
872 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

873 **Section 108.3 (Deleted).**

## 874 **ARTICLE VII. FUEL GAS CODE**

### 875 **Section 505.200 International Fuel Gas Code Adopted.**

876 The International Fuel Gas Code, 2015 Edition, including appendixes A, B, and C as published  
877 by the International Code Council, Inc., one (1) copy of which was on file in the office of the  
878 City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for  
879 public use, inspection and examination, and a copy of which is attached hereto and incorporated  
880 by this reference as if fully set forth herein, is hereby adopted as the Fuel Gas Code of the City of  
881 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
882 out in Section 505.210 of this Chapter.

### 883 **Section 505.210 Additions, Insertions, Deletions and Amendments.**

884 The following numbered Sections and Subsections of the International Fuel Gas Code, 2015  
885 Edition, including appendixes A, B, and C as published by the International Code Council, Inc.,  
886 are hereby amended by additions, insertions, deletions and amendments so that such Sections  
887 and Subsections shall read as follows:

888 **Section 101.1 Title (Amended).** These regulations shall be known as the Fuel Gas Code of the  
889 City of Florissant, Missouri, hereinafter referred to as "this code".

890 **Section 106.6.2 Permit fees (Amended).** The permit fees for the installation, extension, repair or  
891 alteration of heating and refrigeration equipment shall be in accordance with the fee schedule as  
892 established by the City of Florissant, Missouri.

893 **Section 108.4 Violation Penalties (Amended).** Any person, firm, corporation, Limited Liability  
894 Company or other business entity who shall violate any provision of this code shall be subject to  
895 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

896 **Section 108.5 Stop work order (Amended).** Any person who shall continue any work in or about  
897 the building after having been served with a stop work order, except such work as is directed by  
898 the Code Official to remove a violation or unsafe conditions, shall be liable to punishment as  
899 provided in Section 100.080 of the Code of Ordinances as defined in Section 108.4.

900 **Section 109.2 Membership of board (Amended).** In order to hear and decide appeals of orders,  
901 decisions, or determinations made by the *building official* relative to the application and  
902 interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission  
903 as established by the Code of Ordinances of the City of Florissant in Section 11.1.

904 **Sections 109.2 through 109.7 (Deleted).**

905 **ARTICLE VIII. ENERGY CONSERVATION CODE.**

906 **Section 505.220 International Energy Conservation Code Adopted.**

907 The International Energy Conservation Code, 2015 Edition as published by the International  
908 Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period  
909 of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection  
910 and examination, and a copy of which is attached hereto and incorporated by this reference as if  
911 fully set forth herein, is hereby adopted as the Energy Conservation Code of the City of  
912 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
913 out in Section 505.230 of this Chapter.

914 **Section 505.230 Additions, Insertions, Deletions and Amendments.**

915 The following numbered Sections and Subsections of the Energy Conservation Code, 2015  
916 Edition as published by the International Code Council, Inc., are hereby amended by additions,  
917 insertions, deletions and amendments so that such Sections and Subsections shall read as  
918 follows:

919 **Section 101.1 Title (Amended).** This code shall be known as the International Energy  
920 Conservation Code of the City of Florissant, Missouri, and shall be cited as such. It is referred to  
921 herein as "this code".

**Section 109.1 Membership of board (Amended).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1.

**Section 110.0 Violation penalties (Added).** Any person, firm, corporation, Limited Liability Company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

## **ARTICLE IX. SWIMMING POOL AND SPA CODE.**

### **Section 505.260 International Swimming Pool And Spa Code Adopted.**

The International Swimming Pool And Spa Code, 2015 Edition as published by the International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Swimming Pool And Spa Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.270 of this Chapter.

### **Section 505.270 Additions, Insertions, Deletions and Amendments.**

The following numbered Sections and Subsections of the International Swimming Pool And Spa Code, 2015 Edition as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 101.1 Title (Amended).** This code shall be known as the Swimming Pool and Spa Code of the City of Florissant, Missouri, and shall be cited as such. It is referred to herein as "this code".

**Section 105.1 When required (Amended).** Any owner, or owner's authorized agent who desires to construct, enlarge, alter, repair, move, or demolish a pool or spa or to erect, install, enlarge, alter, repair, remove, convert or replace any system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the code official and obtain the required permit for the work.

#### **Exemptions:**

1. Pools and spas up to thirty-five (35) inches in depth and also,
2. A potential surface area of two hundred and fifty (250) square feet or fewer.
3. Bodies of water not intended for swimming or bathing including those which do not use recirculation / filtration systems such as fishponds and lily ponds.

**Section 105.6.2 Permit fees (Amended).** The permit fees for the installation, extension, repair or alteration of swimming pools and spas or their equipment shall be in accordance with the fee schedule as established by the City of Florissant, Missouri.

**Section 105.6.3 (Deleted).**

**Section 107.4 Violation penalties (Amended).** Any person, firm, corporation, limited liability company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

**Section 107.5 Stop work orders, is amended by inserting in the spaces shown as “(AMOUNT)” the following language** “the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.”

**Section 108.2 Membership of Board (Amended).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1.

**Sections 108.2.1 through 108.6.2 (Deleted).**

**Section 104.13 Water Purity (Added).** Water contamination and any other health concern related to water quality of public swimming pools or spas must be reported within 24 hours to the *building official*.

## **ARTICLE X. PRIVATE SEWAGE DISPOSAL CODE.**

**Section 505.300 International Private Sewage Disposal Code Adopted.**

The International Private Sewage Disposal Code, 2015 Edition, including appendixes A and B as published by the International Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection and examination, and a copy of which is attached hereto and incorporated by this reference as if fully set forth herein, is hereby adopted as the Private Sewage Disposal Code of the City of Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set out in Section 505.310 of this Chapter.

**Section 500.310 Additions, Insertions, Deletions and Amendments.**

The following numbered Sections and Subsections of the International Private Sewage Disposal Code, 2015 Edition, including appendixes A and B as published by the International Code Council, Inc., are hereby amended by additions, insertions, deletions and amendments so that such Sections and Subsections shall read as follows:

**Section 101.1 Title (Amended).** These regulations shall be known as the Private Sewage Disposal Code of the City of Florissant, Missouri, hereinafter referred to as "this code".

**Section 109.2 Membership of Board (Amended).** In order to hear and decide appeals of orders, decisions, or determinations made by the *building official* relative to the application and interpretation of this code, The Board of Appeals shall be the Planning and Zoning Commission as established by the Code of Ordinances of the City of Florissant in Section 11.1

**Section 109.2.1 through 109.2.6 (Deleted)**

## **ARTICLE XI, SECTION 505.035. EXPLOSIVES CODE.**

**Section 505.035.1 Explosives Code Adopted (Added).** The Explosives Code of St. Louis County, adopted as Ordinance No. 25931 on December 2, 2014, is hereby adopted as the Explosives Code of the City of Florissant, as amended by ordinances of the City. All amendments of the St. Louis County Explosives Code as adopted by the City prior to February 13, 1989, are hereby reaffirmed in their entirety to apply to the codes herein adopted.

**Section 505.035.2 Penalties (Added).** Any person, firm, corporation, Limited Liability Company or other business entity who shall violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

## **ARTICLE XII, SECTION 505.040. LAND DISTURBANCE CODE.**

**Section 505.401. Title.** [Ord. No. 7358 §1, 11-29-2006]

These regulations shall be known as the "Land Disturbance Code" of Florissant, Missouri, hereinafter referred to as "this code".

**Section 505.401. Introduction.** [Ord. No. 7358 §1, 11-29-2006]

On construction or land disturbance sites, soil is highly vulnerable to erosion by wind and water. Eroded soil endangers water resources by reducing water quality and causing the siltation of aquatic habitat for fish and other desirable species. Deposits of eroded soil also necessitate maintenance of sewers and ditches and the dredging of lakes, in addition, clearing and grading during construction cause the loss of native vegetation necessary for terrestrial and aquatic habitat. Construction activities also utilize materials and generate wastes which, if not properly controlled, can pollute receiving waters.

**Section 505.402. Purpose.** [Ord. No. 7358 §1, 11-29-2006]

The purpose of this code is to safeguard persons, protect property and prevent damage to the environment in the City of Florissant. This code will also promote the public welfare by guiding, regulating and controlling the design, construction, use and maintenance of any development or other activity that disturbs or breaks the topsoil or results in the movement of earth on land in Florissant, Missouri.

**Section 505.403. Scope.** [Ord. No. 7358 §1, 11-29-2006]

1023 This code provides for the safety, health and welfare of the public by regulating and controlling  
1024 the design, construction, use and maintenance of any development or other activity that disturbs  
1025 land surfaces or results in the movement of earth in Florissant, Missouri.

1026 **Section 505.404. Definitions.** [Ord. No. 7358 §1, 11-29-2006]

1027 For the purpose of this code, the following terms, phrases, words and their derivations shall have  
1028 the meanings given herein. Where terms are not defined by this Section, such terms shall have  
1029 ordinarily accepted meanings such as the context implies.

1030 **BEST MANAGEMENT PRACTICES OR BMP:** Practices, procedures or a schedule of  
1031 activities to reduce the amount of sediment and other pollutants in storm water discharges  
1032 associated with construction and land disturbance activities.

1033 **BUILDING CODE BOARD OF APPEALS:** The appeals board as described in the City of  
1034 Florissant Building Code.

1035 **BUILDING DIVISION:** The Florissant Building Division, acting through its Director or the  
1036 Building Commissioner.

1037 **CITY:** City of Florissant.

1038 **CLEARING:** Any activity that removes the vegetative surface cover.

1039 **CODE OR THIS CODE:** The "Land Disturbance Code" of Florissant.

1040 **CONSTRUCTION SITE OR LAND DISTURBANCE SITE:** A parcel or contiguous parcels  
1041 where land disturbance activities are performed as part of a proposed development.

1042 **COUNTY:** St. Louis County, Missouri.

1043 **DEPARTMENT OF HIGHWAYS AND TRAFFIC:** The applicable highway or street  
1044 department (City of Florissant, St. Louis County Department of Highways and Traffic, Missouri  
1045 Department of Transportation) acting through its Director or his/her duly authorized designee.

1046 **DEPARTMENT OF PUBLIC WORKS:** The Florissant Public Works, acting through its  
1047 Director or his/her duly authorized designee.

1048 **DRAINAGE WAY:** Any channel that conveys surface runoff through a site.

1049 **ENGINEERING DIVISION:** The Florissant Engineering Division acting through its Director  
1050 and the City Engineer.

1051 **EROSION:** The wearing away of land surface through the action of wind or water.

1052 **EROSION CONTROL:** Any Best Management Practices (BMP) that prevents or minimizes  
1053 erosion.

1054 **GRADING:** Reshaping the ground surface through excavation and/or fill of material.

1055 **LAND DISTURBANCE ACTIVITIES:** Clearing, grading or any related work which results in  
1056 removal of the natural site vegetation and destruction of the root zone or otherwise results in  
1057 leaving the ground surface exposed to soil erosion through the action of wind or water.

1058 **LAND DISTURBANCE, MAJOR:** Any land disturbance activity involving one (1) acre or  
1059 more of land or a site involving less than one (1) acre that is part of a proposed development that  
1060 will ultimately disturb one (1) acre or more.

1061 **LAND DISTURBANCE, ORDINARY:** Any land disturbance activity involving less than one  
1062 (1) acre of land.

1063 **LAND DISTURBANCE PERMIT:** A permit issued by the authority having jurisdiction  
1064 authorizing a land disturbance activity at a specific site subject to conditions stated in the permit.  
1065 A permit may be for either major or ordinary land disturbance activities.

1066 **PERIMETER CONTROL:** A barrier that prevents sediment from leaving a site by filtering  
1067 sediment- laden runoff or diverting it to a sediment trap or basin.

1068 **PHASING:** Clearing a parcel of land in distinct stages, with the stabilization of each phase  
1069 substantially completed before the clearing of the next.

1070 **QUALIFIED PROFESSIONAL:** A Missouri licensed professional engineer or other person or  
1071 firm knowledgeable in the principles and practices of erosion and sediment control, including the  
1072 Best Management Practices described in this code.

1073 **RUNOFF COEFFICIENT:** The fraction of total rainfall that exits at the outfalls from a site.  
1074 This depends not only on the surface cover and soil types, but also on the recurrence interval,  
1075 antecedent moisture content, rainfall intensity, drainage area, slope and fraction of  
1076 imperviousness.

1077 **SEDIMENT CONTROL:** Any Best Management Practices (BMP) that prevents eroded  
1078 sediment from leaving a site.

1079 **STABILIZATION:** The use of Best Management Practices (BMP) that prevent exposed soil  
1080 from eroding from a land disturbance site.

1081 **START OF CONSTRUCTION:** The first (1st) land disturbance activity associated with a  
1082 development.

1083 **STORM WATER POLLUTION PREVENTION PLAN (SWPPP):** A management plan, the  
1084 purpose of which is to ensure the design, implementation, management and maintenance of Best  
1085 Management Practices (BMP) in order to reduce the amount of sediment and other pollutants in  
1086 storm water discharges associated with land disturbance activities, comply with the standards of  
1087 the City of Florissant and ensure compliance with the terms and conditions of the applicable  
1088 State permits, including adherence to the land disturbance program contained in Missouri MS4  
1089 NPDES permits.

1090 **WATERCOURSE:** A natural or artificial channel or body of water including, but not limited to,  
1091 lakes, ponds, rivers, streams, ditches and other open conveyance, that carries surface runoff  
1092 water either continuously or intermittently.

1093 **Section 505.405. Applicability.** [Ord. No. 7358 §1, 11-29-2006]

1094 The provisions of this code shall not be deemed to nullify any provisions of City of Florissant,  
1095 State or Federal law.

1096 **Section 505.406. Enforcement.** [Ord. No. 7358 §1, 11-29-2006]



1097 **A. Department Of Public Works.** The Department of Public Works shall have the authority and  
1098 responsibility to perform the following functions related to the enforcement of this code as  
1099 associated with land disturbance permits:

1100 1. Receive applications for land disturbance permits;

1101 2. Coordinate the review of permit applications and accompanying documents with the City's  
1102 Building Division and the Metropolitan St. Louis Sewer District (MSD).

1103 3. Clear issuance of major land disturbance permits with the applicable Department of Highways  
1104 and Traffic and the Metropolitan St. Louis Sewer District (MSD) and issue such permits.

1105 4. Administer the determination, collection and release of site development escrows required by  
1106 this code.

1107 5. Inspection of land disturbance activities;

1108 6. Inspection of land disturbance activities within or abutting areas designated 100-year  
1109 floodplain; and

1110 7. Plan review, inspection and issuance of permits for ordinary land disturbance activities  
1111 relating to Best Management Practices (BMP) to be utilized to control erosion and sedimentation  
1112 from leaving the site during construction and other land disturbance activities.

1113 **B. Engineering Division.** The Engineering Division shall have the authority and responsibility  
1114 to perform the following functions related to the enforcement of this code:

1115 1. Plan review of major land disturbance activities;

1116 2. Plan review and inspection of land disturbance activities related to construction, repair,  
1117 maintenance or condition of roadways and roadway right-of-ways which are maintained by the  
1118 City; and

1119 3. Plan review of Land Disturbance Activities within or abutting areas designated 100-year  
1120 floodplain or 500-year floodplain.

1121 **Section 505.407. Rule Making Authority.** [Ord. No. 7358 §1, 11-29-2006]

1122 City and County departments having enforcement authority and responsibilities described in  
1123 Section 505.106 of this code shall have the authority, as necessary in the interest of public health,  
1124 safety and general welfare, to adopt and promulgate rules and regulations to interpret and  
1125 implement the provisions of this code in order to secure the intent thereof and to designate  
1126 requirements applicable because of local climatic or other conditions. Such rules and regulations  
1127 shall not have the effect of waiving requirements specifically provided for in this code or of  
1128 violating accepted engineering practices involving the purpose of this code.

1129 **Section 505.408. Violations.** [Ord. No. 7358 §1, 11-29-2006]

1130 **A. Unlawful Acts.** It shall be unlawful for any person, firm or corporation to perform any land  
1131 disturbance activities or cause or allow same to be done in conflict with or in violation of any of  
1132 the provisions of this code.

1133 **B. Notices Of Violations.** When the Department of Public Works determines that a violation of  
1134 this code exists, the respective Director shall notify the violator. The notification shall be in  
1135 writing and shall be delivered to the violator or his/her legally authorized representative or  
1136 mailed to his last known address via first class mail postage prepaid. Any person having been  
1137 notified that a violation exists and who fails to abate the violation within ten (10) days after  
1138 notification shall be subject to the penalties enumerated in Sections 505.408(D) and 505.408(E).

1139 **C. Prosecution Of Violation.** If the violator does not abate the violation promptly, the  
1140 Department of Public Works shall request the appropriate prosecuting attorney to institute the  
1141 appropriate proceeding at law or in equity to restrain, correct or abate such violation.

1142 Any person, firm or corporation who shall violate any provision of this code or who shall fail to  
1143 comply with any of the requirements thereof or who shall perform work in violation of the  
1144 approved construction documents or the Storm Water Pollution Prevention Plan or any directive  
1145 of the Department of Public Works and Traffic or of a permit or certificate issued under the  
1146 provisions of this code or shall start any work requiring a permit without first obtaining a permit  
1147 therefore or who shall continue any work in or about a structure after having been served a stop  
1148 work order, except for such work which that person, firm or corporation has been directed to  
1149 perform to remove a violation or unsafe conditions, or any owner of a property or any other  
1150 person who commits, takes part or assists in any violation of this code or who maintains any  
1151 property on which such violation shall exist shall be guilty of a misdemeanor punishable by a  
1152 fine of not more than one thousand dollars (\$1,000.00) or by imprisonment not exceeding thirty  
1153 (30) days, or both such fine and imprisonment. Each day that a violation continues shall be  
1154 deemed a separate offense.

1155 **E. No Permit Penalty.** In addition to the penalties set out above, the following procedure shall  
1156 be followed where a City department identified in Section 505.406 determines that work has  
1157 been started prior to the acquisition of a permit required by this Code:

1158 **1.** The Department of Public Works shall issue a stop work order.

1159 **2.** The department Director shall notify the violator of his/her assessment regarding the  
1160 appropriate penalty amount to be assessed against the violator, which shall not exceed one  
1161 thousand dollars (\$1,000.00) for each day that work occurs without a permit. In making the  
1162 assessment, the department shall consider whether the violator has previously violated this code  
1163 and whether the occupation or experience of the violator indicates that he/she knew or should  
1164 have known that a permit was required. In no case will a no permit penalty be assessed against a  
1165 property owner unless he/she actually performed the work involved.

1166 3. At the violator's option, he/she may deposit the assessed penalty amount in escrow (certified  
1167 check or cash only) with the Department of Public Works, in which case the violator's right to a  
1168 hearing will be preserved.

1169 4. No permit penalties are appealable to the Building Code Board of Appeals in the same manner  
1170 as other decisions of the department. The department may revise its assessment upon notice to  
1171 both the Board of Appeals and the violator at any time prior to the hearing. Likewise, at any time  
1172 prior to the hearing, the violator may accept and pay the recommended penalty amount and the  
1173 hearing will be canceled.

1174 5. At the hearing before the Building Code Board of Appeals, said Board of Appeals shall afford  
1175 both the department and the alleged violator an opportunity to present any evidence or make any  
1176 statements they wish to have considered.

1177 6. Following the hearing the Building Code Board of Appeals shall determine whether a permit  
1178 was required.

1179 a. If the Board determines that a permit was required, an appropriate penalty amount shall be  
1180 assessed, taking into account the same considerations as noted above. The stop work order shall  
1181 remain in full force and effect until such time as the penalty amount is paid and the violator has  
1182 complied with all other regulations pertaining to the issuance of permits.

1183 b. If the Board determines that no permit was required, the department shall immediately cancel  
1184 the stop work order.

1185 **F. Abatement Of Violation.** The imposition of the penalties herein prescribed shall not preclude  
1186 the Florissant prosecuting attorney from instituting appropriate action to prevent unlawful  
1187 construction or to restrain, correct or abate a violation or to prevent illegal use of a property or to  
1188 stop an illegal act.

1189 **G. Permit Suspension Or Revocation.** When a land disturbance activity is conducted in  
1190 violation of the requirements of this code or the terms of the permit in such a manner as to  
1191 materially adversely affect the safety, health or welfare of persons or materially be detrimental or  
1192 injurious to property or improvements, the Department of Public Works or the Department of  
1193 Highways and Traffic may suspend or remove such permit.

1194 **H. Unlawful Continuance.** Whenever the Department of Public Works or the Department of  
1195 Highways and Traffic finds that any land disturbance activity is being prosecuted contrary to the  
1196 provisions of this code or in an unsafe and dangerous manner, the owner or the person  
1197 performing such activity shall immediately stop such activity. The stop work order shall be in  
1198 writing and shall be given to the owner of the property involved or to the owner's agent or to the  
1199 person doing the work and shall state the conditions under which work will be permitted to  
1200 resume. Any person who shall continue any work in or about the property after having been  
1201 served with a stop work order, except such work as that person is directed to perform to remove  
1202 a violation or unsafe condition, shall be subject to penalties as specified in Sections 505.108(D)  
1203 or 505.108(E) of this code.

1204 **Section 505.409. Appeals.** [Ord. No. 7358 §1, 11-29-2006]

1205 **A. Application For Appeal.** Any person shall have the right to appeal a decision of the  
1206 Department of Public Works or the Department of Highways and Traffic to the Florissant  
1207 Building Code Board of Appeals. An application for appeal shall be based on a claim that the  
1208 intent of this code or the rules or regulations adopted thereunder have been incorrectly  
1209 interpreted or the provisions of this code do not apply.

1210 **B. Filing Procedure.** All appeals shall be filed in writing with the Department of Public Works.  
1211 All appeals shall be filed within thirty (30) days after the decision to be appealed is rendered by  
1212 the departments identified in this Section.

1213 **C. Filing Fee.** All appeals must be accompanied by a fee in the amount of one hundred dollars  
1214 (\$100.00).

1215 **D. Notice Of Meeting.** The Board shall meet upon notice from the Chairman within ten (10)  
1216 days of the filing of an appeal or at stated periodic meetings.

1217 **E. Open Hearing.** All hearings before the Board shall be open to the public. The appellant, the  
1218 appellant's representative, the department(s) having enforcement authority and responsibilities  
1219 described in Section 505.106 of this code and any person whose interests are affected shall be  
1220 given an opportunity to be heard.

1221 **F. Procedure.** The Board shall adopt and make available to the public through the Secretary  
1222 procedures under which a hearing will be conducted. The procedures shall not require  
1223 compliance with strict rules of evidence but shall mandate that only relevant information be  
1224 received.

1225 **G. Commission Decision.** Decisions by the Board to reverse or modify a decision by a  
1226 department requires a minimum vote of three (3) members.

1227 **H. Resolution.** The decision of the Board shall be in writing. Copies shall be furnished to the  
1228 appellant and to the department(s) having enforcement authority and responsibilities described in  
1229 Section 505.406 of this code.

1230 **I. Administration.** The applicable department identified in this Section of the code shall take  
1231 immediate action in accordance with the decision of the Board.

1232 **J. Court Review.** A party adversely affected by a decision of the Board may appeal to an  
1233 appropriate court from such decision. Application for review shall be made in the manner and  
1234 time required by law following the filing of the decision.

1235 **Section 505.410.Land Disturbance Permits Required.** [Ord. No. 7358 §1, 11-29-2006]

- 1236 **A. City Permit Required.** Any person who intends to conduct any land disturbance activity  
1237 must obtain a permit prior to beginning the activity. The type of permit shall be as required by  
1238 this Section unless specified otherwise within this Section.
- 1239 **B. Major Land Disturbance Permit.** No person shall perform any major land disturbance  
1240 activity prior to receipt of a major land disturbance permit. Applications for major land  
1241 disturbance permits shall be filed with the Department of Public Works.
- 1242 **C. Ordinary Land Disturbance Permit.** No person shall perform any ordinary land disturbance  
1243 activity prior to receipt of an ordinary land disturbance permit. Applications for ordinary land  
1244 disturbance permits shall be filed with by the Department of Public Works.
- 1245 **D. City Building Permit And Related Ordinary Land Disturbance Activities.** The  
1246 Department of Public Works may include ordinary land disturbance activities associated with the  
1247 construction of a building, structure or parking lot authorized by a permit issued under the  
1248 Building Code as an integrated permit for the proposed construction.
- 1249 **E. Limitation On Transfer Of Land Disturbance Permits.** Any person who buys land from a  
1250 person who has been issued a land disturbance permit under Section of this code must obtain a  
1251 separate land disturbance permit from the City. Exceptions:
- 1252 **1.** Major land disturbance permits may be transferred to a new landowner provided the original  
1253 permit holder obtains the approval of the Department of Public Works to retain responsibility for  
1254 the land disturbance activities on such property.
- 1255 **2.** Ordinary land disturbance permits may be transferred to a new landowner provided the  
1256 original permit holder obtains the approval of the Department of Public Works to retain  
1257 responsibility for the land disturbance activities on such property.
- 1258 **F. Exceptions — Land Disturbance Required.** Land disturbance permits are not required for  
1259 the activities identified as items (1) and (8) in this Subsection, nor are such permits required for  
1260 the activities identified in items (2), (3), (4), (5), (6) and (7), provided the activity does not alter  
1261 or cause to be altered the present surface of the ground:
- 1262 **1.** By any cut or fill at the property;
- 1263 **2.** By any cut or fill that would permanently divert one drainage area to another drainage area;
- 1264 **3.** By any cut or fill which would deposit mud or harmful silt or create erosion or damage to  
1265 adjoining properties; or
- 1266 **4.** By any cut or fill that would block or affect an existing swale or drainage path in a manner to  
1267 cause damming and ponding.
- 1268 **a.** Any emergency activity that is immediately necessary for the protection of life, property or  
1269 natural resources.

- 1270 **b.** Existing farming, nursery and agricultural operations conducted as a permitted or accessory  
1271 use.
- 1272 **c.** Excavation of fill of less than thirty (30) cubic yards provided the land disturbance activity is  
1273 for the improvement of the property. Erosion and sediment control measures shall be provided,  
1274 when necessary, until grass or other vegetation is established or other approved means of ground  
1275 cover means are used.
- 1276 **d.** Land disturbance activities associated with additions to and accessory structures for one- and  
1277 two-family dwellings.
- 1278 **e.** Land disturbance activities less than two thousand (2,000) square feet in area.
- 1279 **f.** Removal of existing or dying grass or similar vegetation by disturbing not more than ten  
1280 thousand (10,000) square feet and resodding or reseeding with new landscaping to include  
1281 preparation of the seedbed; provided erosion and sediment control measures are provided until  
1282 grass or other vegetation is established. Any cut or fill in conjunction with the preparation of the  
1283 seedbed shall not exceed thirty (30) cubic yards.
- 1284 **g.** Gardening and similar activities on property occupied by one- or two-family dwellings.
- 1285 **h.** Land disturbance activities by any public utility for the installation, inspection, repair or  
1286 replacement of any of its equipment or for its collection or distribution lines or piping systems;  
1287 provided erosion and sediment control measures are provided until the grass or other vegetation  
1288 is established or other approved ground cover means are used. This exception does not apply to  
1289 any land disturbance activity associated with work that requires a building permit.
- 1290 **G. State of Missouri Permits Required.** The permit applicant must obtain a land disturbance  
1291 permit from the State of Missouri Department of Natural Resources for any site where one (1)  
1292 acre or more of land will be disturbed, before beginning any site work authorized by a City  
1293 permit. This requirement applies to sites of less than one (1) acre that are part of a proposed  
1294 development that will ultimately disturb one (1) acre or more.
- 1295 **Section 505.411. Land Disturbance Permit Applications.** [Ord. No. 7358 §1, 11-29-2006]
- 1296 **A. Permit Applications.** Applications for land disturbance permits required by this code shall be  
1297 in the form prescribed by and accompanied by the site plans and documents determined  
1298 necessary by the department responsible for issuing the permit. Such applications shall include  
1299 proof that proposed land uses have received zoning approvals from the City.
- 1300 **B. Storm Water Pollution Prevention Plan Required (SWPPP) For Major Land**  
1301 **Disturbance Permits.** All applications for major land disturbance permits shall be accompanied  
1302 by a Storm Water Pollution Prevention Plan, prepared for the specific site by or under the  
1303 direction of a qualified professional. The application shall contain a statement that any land  
1304 clearing, construction or development involving the movement of earth shall be in accordance  
1305 with the Storm Water Pollution Prevention Plan and the applicant will assume and acknowledge

1306 responsibility for compliance with this code and the Storm Water Pollution Prevention Plan at  
1307 the site of the permitted activity.

1308 **C. Required Site Development Escrows For Major Land Disturbance Permits.** Applicants  
1309 for major land disturbance permits shall file a site development escrow in the form of a letter of  
1310 credit or other improvement security in an amount deemed sufficient by the Department of  
1311 Public Works to cover all costs of improvements, landscaping and maintenance of improvements  
1312 for such period as specified by the Department of Public Works. The site development escrow  
1313 shall include engineering and inspection costs sufficient to cover the cost of failure or repair of  
1314 improvements installed on the site.

1315 **D. Release Of Escrows — Project Closure.** Any site development escrow will not be fully  
1316 released to the property owner, site operator or permit holder until all of the following have been  
1317 completed:

1318 **1.** All temporary storm water controls Best Management Practices (BMPs) have been removed  
1319 and the site has been fully stabilized.

1320 **2.** All permanent storm water controls Best Management Practices (BMPs) have been completed.

1321 **3.** All final inspections/certifications have been completed by each of the government  
1322 jurisdictions involved in authorizing the project.

1323 **Section 505.412. Fees.** [Ord. No. 7358 §1, 11-29-2006]

1324 **A. Issuance Of Permits.** Land disturbance permits shall not be issued until the fees associated  
1325 with the permit are paid to the Department of Public Works specified in this code.

1326 Exception: Individual City departments may defer all or parts of fees to a later stage of site  
1327 development. Individual City departments are exempt from fees.

1328 **B. Department Of Public Works.** Fees for the activities of the Department of Public Works  
1329 related to land disturbance permits shall be in accordance with the fee rates set forth in Section  
1330 500.010 of Florissant City Code of Ordinances. In applying the code enforcement fee schedule,  
1331 the total estimated cost of land disturbance activities shall include applicable grubbing, site  
1332 clearing, rough grading, sediment and erosion control measures, excavating, backfill, final  
1333 grading, concrete flatwork, asphalt pavement and final landscaping. The Department of Public  
1334 Works may require a bona fide contract(s) or any affidavit of the owner of the project, in which  
1335 the applicant and owner verify the total cost of the site improvements related to the permit. The  
1336 Department of Public Works is authorized to establish the fee by determining the plan review  
1337 cost and estimating the total number of inspections required when, in the opinion of the  
1338 Department of Public Works, the fee resulting from this method more closely relates to the cost  
1339 of enforcing the requirements of this code.

1340 **C. Department Of Highways And Traffic.** Fees for the activities of the Department of  
1341 Highways and Traffic related to land disturbance permits shall be in accordance with the  
1342 applicable department's regulations.

1343 **Section 505.413. Storm Water Pollution Prevention Plan (SWPPP).** [Ord. No. 7358 §1, 11-  
1344 29-2006]

1345 **A. Content — Storm Water Pollution Prevention Plan (SWPPP).** The design requirements in  
1346 Section 505.414 of this code shall be complied with when developing the Storm Water Pollution  
1347 Prevention Plan and the plan shall include the following:

1348 **1.** Name, address and telephone number of the site owner and the name, address and telephone  
1349 number of the individual who will be in overall responsible charge of construction/development  
1350 activities at the site.

1351 **2.** Site address or location description and parcel identification number(s).

1352 **3.** A site map showing the outlines of the total project area, the areas to be disturbed, existing  
1353 land uses, locations and names of surface water bodies, locations of flood plains, locations of  
1354 temporary and permanent Best Management Practices (BMP) and such other information as may  
1355 be required by the department(s) having enforcement authority and responsibilities described in  
1356 Section 505.406 of this code.

1357 **4.** Existing contours of the site and adjoining strips of off-site property and proposed contours  
1358 after completion of the proposed land disturbance and development, based on United States  
1359 Geological Survey datum, with established elevations at buildings, walks, drives, street and  
1360 roads; and information on necessary clearing and grubbing, removal of existing structures,  
1361 excavating, filling, spreading and compacting.

1362 **5.** A natural resources map identifying soils, forest cover and resources protected under other  
1363 provisions of City ordinances.

1364 **6.** An estimate of the runoff coefficient of the site prior to disturbance and the runoff coefficient  
1365 after the construction addressed in the permit application is completed.

1366 **7.** Estimated quantity of land to be disturbed.

1367 **8.** Details of the site drainage pattern both before and after major land disturbance activities.

1368 **9.** Access to construction site.

1369 **10.** Description of Best Management Practices (BMP) to be utilized to control erosion and  
1370 sedimentation during the period of land disturbance.

1371 **11.** Description of Best Management Practices (BMP) to be utilized to prevent other potential  
1372 pollutants such as construction wastes, toxic or hazardous substances, petroleum products,



- 1373 pesticides, herbicides, site litter, sanitary wastes and other pollutants from entering the natural  
1374 drainage ways during the period of construction and land disturbance.
- 1375 **12.** Description of Best Management Practices (BMP) that will be installed during land  
1376 disturbance to control pollutants in storm water discharges that will occur after land disturbance  
1377 activity has been completed.
- 1378 **13.** Location of temporary off-street parking and wash down area for related vehicles.
- 1379 **14.** Sources of off-site borrow material or spoil sites and all information relative to haul routes,  
1380 trucks and equipment.
- 1381 **15.** The anticipated sequence of construction and land disturbance activities, including  
1382 installation of Best Management Practices (BMP), removal of temporary Best Management  
1383 Practices (BMP), stripping and clearing; rough grading; construction utilities, infrastructure and  
1384 buildings; and final grading and landscaping. Sequencing shall identify the expected date(s) on  
1385 which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing,  
1386 installation of temporary erosion and sediment control measures and establishment of permanent  
1387 vegetation.
- 1388 **16.** All erosion and sediment control measures necessary to meet the objectives of this code  
1389 throughout all phases of construction and after completion of site development. Depending upon  
1390 the complexity of the project, the drafting of intermediate plans may be required at the close of  
1391 each season.
- 1392 **17.** Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding  
1393 dates, type and rate of lime and fertilizer application and kind and quantity of mulching for both  
1394 temporary and permanent vegetative control measures.
- 1395 **18.** Provisions for maintenance of control facilities, including easements and estimates of the  
1396 cost of maintenance.
- 1397 **19.** Plans for responding to any loss of contained sediment to include the immediate actions the  
1398 permit holder will take in case of a containment failure. This plan must include documentation of  
1399 actions and mandatory reporting to the Department of Public Works.
- 1400 **20.** Schedules and procedures for routine inspections of any structures provided to prevent  
1401 pollution of storm water or to remove pollutants from storm water and of the site in general to  
1402 ensure all Best Management Practices (BMP) are continually implemented and are effective.
- 1403 **B. Required Plan Amendments — Storm Water Pollution Prevention Plan (SWPPP).** The  
1404 permit holder shall amend the Storm Water Pollution Prevention Plan whenever:
- 1405 **1.** Design, operation or maintenance of Best Management Practices (BMP) is changed;

- 1406 2. Design of the construction project is changed that could significantly affect the quality of the  
1407 storm water discharges;
- 1408 3. Site operator's inspections indicate deficiencies in the Storm Water Pollution Prevention Plan  
1409 (SWPPP) or any Best Management Practices (BMP);
- 1410 4. Inspections by City or by the Missouri Department of Natural Resources indicate deficiencies  
1411 in the Storm Water Pollution Prevention Plan (SWPPP) or any Best Management Practices  
1412 (BMP);
- 1413 5. The Storm Water Pollution Prevention Plan (SWPPP) is determined to be ineffective in  
1414 significantly minimizing or controlling erosion or excessive sediment deposits in streams or  
1415 lakes;
- 1416 6. The Storm Water Pollution Prevention Plan (SWPPP) is determined to be ineffective in  
1417 preventing pollution of waterways from construction wastes, chemicals, fueling facilities,  
1418 concrete truck washouts, toxic or hazardous materials, site litter or other substances or wastes  
1419 likely to have an adverse impact on water quality;
- 1420 7. Total settleable solids from a storm water outfall exceeds one-half (0.5) ml/L/hr if the  
1421 discharge is within the prescribed proximity of a "Valuable Resource Water" as defined by the  
1422 Missouri Department of Natural Resources;
- 1423 8. Total settleable solids from a storm water outfall exceeds two and one-half (2.5) ml/L/hr for  
1424 any other outfall; or
- 1425 9. The City or County or the Missouri Department of Natural Resources determines violations of  
1426 water quality standards may occur or have occurred.
- 1427 C. Permit Holder Responsibilities For Administration Of Storm Water Pollution Prevention Plan  
1428 (SWPPP). The permit holder shall:
- 1429 1. Notify all contractors and other entities (including utility crews, City employees or their  
1430 agents) that will perform work at the site of the existence of the Storm Water Pollution  
1431 Prevention Plan (SWPPP) and what actions or precautions shall be taken while on site to  
1432 minimize the potential for damaging any Best Management Practices (BMP);
- 1433 2. Determine the need for and establish training programs to ensure that all site workers have  
1434 been trained, at a minimum, in erosion control, material handling and storage and housekeeping;
- 1435 3. Provide copies of the Storm Water Pollution Prevention Plan (SWPPP) to all parties who are  
1436 responsible for installation, operation or maintenance of any Best Management Practices (BMP);  
1437 and
- 1438 4. Maintain a current copy of the Storm Water Pollution Prevention Plan (SWPPP) on the site at  
1439 all times.

1440 **Section 505.414. General.** [Ord. No. 7358 §1, 11-29-2006]

1441 **A. Design.** The design of erosion and settlement controls required for land disturbance activities  
1442 shall comply with the following minimum requirements:

1443 **1.** Land disturbance, erosion and sediment control practices and watercourse crossings shall be  
1444 adequate to prevent transportation of sediment from the site.

1445 **2.** Materials brought to any site or property under a permit issued under this code, where said  
1446 material is intended to be utilized as fill material at the site for land disturbance, erosion or  
1447 sediment control, shall consist of clean uncontaminated earth, soil, dirt, sand, rocks, gravel or  
1448 masonry materials only.

1449 **3.** Cut and fill slopes shall be no greater than three to one (3:1) except as approved by the  
1450 Department of Public Works or the applicable Department of Highways and Traffic to meet  
1451 other community or environmental objectives.

1452 **4.** Clearing and grading of natural resources, such as forest and wetlands, shall not be permitted,  
1453 except when in compliance with all other City ordinances.

1454 **5.** Clearing techniques that retain existing vegetation to the maximum extent practicable shall be  
1455 used and the time period for disturbed areas to be without vegetative cover shall be minimized to  
1456 the extent practicable.

1457 **6.** Clearing, except that necessary to establish sediment control devices, shall not begin until all  
1458 sediment control devices have been installed and have been stabilized.

1459 **7.** Phasing shall be required on all sites disturbing greater than thirty (30) acres of land. The size  
1460 of each phase will be established by the Department of Public Works at the time of plan review  
1461 for the issuance of a major land disturbance permit.

1462 **B. Erosion Control Design.** Erosion control requirements shall include the following:

1463 **1.** Soil stabilization shall be completed within five (5) days of clearing or inactivity in  
1464 construction.

1465 **2.** If seeding or another vegetative erosion control method is used, it shall become established  
1466 within two (2) weeks or the site shall be reseeded or a non-vegetative option employed.

1467 **3.** Techniques shall be employed to ensure stabilization on steep slopes and in drainage ways.

1468 **4.** Soil stockpiles must be stabilized or covered at the end of each workday or perimeter controls  
1469 must be in place to prevent silt from the stockpile from leaving the site.

1470 **5.** The entire site must be stabilized, using a heavy mulch layer or another method that does not  
1471 require germination to control erosion, at the close of the construction season.

- 1472 6. Techniques shall be employed to prevent the blowing of dust or sediment from the site.
- 1473 7. Techniques shall be employed to divert upland runoff past disturbed slopes.
- 1474 **C. Sediment Control Design.** Sediment control requirements shall include:
- 1475 1. Settling basins, sediment traps or tanks and perimeter controls.
- 1476 2. Settling basins shall be provided for each drainage area within ten (10) or more acres disturbed  
1477 at one time and shall be sized to contain one-half (0.5) inch of sediment from the drainage area  
1478 and be able to contain a 2-year, 24-hour storm. If the provision of a basin this size is impractical,  
1479 other similarly effective Best Management Practices (BMP), as evaluated and specified in the  
1480 Storm Water Pollution Prevention Plan (SWPPP), shall be provided.
- 1481 3. Settling basins shall be designed in a manner that allows adaptation to provide long-term  
1482 storm water management as required by the City or enforcement authority and responsibilities  
1483 described in Section 505.406 of this code.
- 1484 4. Settling basins shall have stabilized spillways to minimize the potential for erosion of the  
1485 spillway or basin embankment.
- 1486 5. Protection for adjacent properties by the use of a vegetated buffer strip in combination with  
1487 perimeter controls.
- 1488 **D. Watercourse Design.** Watercourse protection requirements shall include:
- 1489 1. Encroachment into or crossings of active watercourses/riparian areas and wetlands shall be  
1490 avoided to the maximum extent practicable. All City, State and Federal permits and approvals  
1491 shall be obtained by a permit holder prior to beginning work authorized by a City of Florissant  
1492 land disturbance permit.
- 1493 2. Stabilization of any watercourse channels before, during and after any in-channel work.
- 1494 3. If a defined watercourse is to be realigned or reconfigured, clearing and grubbing activities  
1495 within fifty (50) feet of the watercourse shall not begin until all materials and equipment  
1496 necessary to protect the watercourse and complete the work are on site. Once started, work shall  
1497 be completed as soon as possible. Areas within fifty (50) feet of the watercourse shall be  
1498 recontoured and revegetated, seeded or otherwise protected within five (5) working days after  
1499 land disturbance activities have ceased.
- 1500 4. All storm water conveyances shall be designed according to the criteria of the St. Louis  
1501 Metropolitan Sewer District (MSD) and the necessary MSD permits obtained.
- 1502 5. Stabilization adequate to prevent erosion shall be provided at the outlets of all pipes and paved  
1503 channels.

1504 **E. Construction Site Access Design.** Construction site access requirements for major land  
1505 disturbance activities shall include:

1506 **1.** A temporary access road provided at all land disturbance sites including a wash down area  
1507 supporting all active sites.

1508 **2.** The applicable Department of Highways and Traffic may require other measures to ensure that  
1509 construction vehicles do not track sediment onto public streets or be washed with wash effluent  
1510 channeled directly into storm drains.

1511 **F. Control of Construction Materials and Waste.** Control requirements for construction  
1512 materials, construction wastes and other wastes generated on site at land disturbance sites shall  
1513 include provisions satisfactory to the City department(s) having enforcement authority and  
1514 responsibilities described in Section 505.406 of the code for:

1515 **1.** Spill prevention and control facilities for materials such as paint, solvents, petroleum products,  
1516 chemicals, toxic or hazardous substances, substances regulated under the Resource Conservation  
1517 and Recovery Act (RCRA) or the Comprehensive Environmental Response, Compensation and  
1518 Liability Act (CERLA) and any wastes generated from the use of such materials and substances,  
1519 including their containers. Any containment systems employed to meet this requirement shall be  
1520 constructed of materials compatible with the substances contained and shall be adequate to  
1521 protect both surface and ground water.

1522 **2.** Collection and disposal of discarded building materials and other construction site wastes,  
1523 including those listed in Section 505.414(F)(1) above.

1524 **3.** Litter control.

1525 **4.** Control of concrete truck washouts.

1526 **5.** Assurance that on-site fueling facilities will adhere to applicable Federal and State regulations  
1527 concerning storage and dispensers.

1528 **6.** Provision of sufficient temporary toilet facilities to serve the number of workers on major land  
1529 disturbance sites.

1530 **Section 505.415 Inspections.** [Ord. No. 7358 §1, 11-29-2006]

1531 **A. General.**

1532 **1. Department of Public Works — General.** The City department(s) having enforcement  
1533 authority and responsibilities described in Section 505.106 of this code shall make inspections as  
1534 herein required and shall either approve that portion of the work completed or shall notify the  
1535 permit holder wherein the work fails to comply with the land disturbance, erosion and sediment  
1536 control plan as approved. Plans for land disturbance, stripping, excavating and filling work  
1537 bearing the stamp of approval of the department issuing the permit shall be maintained at the site

- 1538 during the progress of the work. To obtain inspections, a permit holder shall notify the  
1539 Department of Public Works at least two (2) working days before the following:
- 1540 **a.** Start of construction.
  - 1541 **b.** Installation of sediment and erosion measures.
  - 1542 **c.** Completion of site clearing.
  - 1543 **d.** Completion of rough grading.
  - 1544 **e.** Completion of final grading.
  - 1545 **f.** Close of the construction season.
  - 1546 **g.** Completion of final landscaping.
- 1547 Exception: Inspections conducted by the Department of Highways and Traffic related to  
1548 construction and maintenance of County highways and roadways.
- 1549 **2. Extra inspections.** In addition to the inspections otherwise required, the Department of Public  
1550 Works is authorized to perform and charge fees for extra inspections or reinspections which in  
1551 their judgment are reasonably necessary due to non-compliance with the requirements of this  
1552 code or work not ready or accessible for inspection when requested.
- 1553 **3. Permit holder inspection and report responsibilities — major land disturbances.** The  
1554 holder of a major land disturbance permit or his/her agent shall cause regular inspection of land  
1555 disturbance sites, including all erosion and sediment and other pollutant control measures,  
1556 outfalls and off-site receiving waters in accordance with the inspection schedule outlined in the  
1557 approved Storm Water Pollution Prevention Plan (SWPPP). Inspections must be scheduled at  
1558 least once per week and no later than seventy-two (72) hours after heavy rain. The purpose of  
1559 such inspections will be to ensure proper installation, operation and maintenance of Best  
1560 Management Practices (BMP) and to determine the overall effectiveness of the Storm Water  
1561 Pollution Prevention Plan (SWPPP) and the need for additional control measures. All inspections  
1562 shall be documented in written form on weekly reports with copies submitted to the Department  
1563 of Public Works at the time interval specified in the permit. Permit holder inspection reports  
1564 must include the following minimum information:
- 1565 **a.** Inspector's name and signature;
  - 1566 **b.** Date of inspection;
  - 1567 **c.** Observations relative to the effectiveness of the Best Management Practices (BMPs);
  - 1568 **d.** Actions taken or necessary to correct deficiencies; and

1569 e. A listing of areas where land disturbance operations have permanently or temporarily stopped.

1570 The permit holder shall notify the site contractor(s) responsible for any deficiencies identified so  
1571 that deficiencies can be corrected within seven (7) calendar days of the weekly inspection report.

1572 4. Verification of permit holder's reports. The Department of Public Works may make extra  
1573 inspections as deemed necessary to ensure the validity of the reports filed under this Section or to  
1574 otherwise ensure proper installation, operation and maintenance of storm water Best  
1575 Management Practices (BMP) and to determine the overall effectiveness of the Storm Water  
1576 Pollution Prevention Plan (SWPPP) and the need for additional control measures.

1577 **Section 505.416 Implementation — Effective Date of Code Provisions.** [Ord. No. 7358 §1,  
1578 11-29-2006]

1579 The provisions of this code shall become effective thirty (30) days after its adoption by the  
1580 Florissant City Council.

1581 **ARTICLE XIII, SECTION 505.050. STREAM BUFFER ORDINANCE**

1582 **Section 505.051 Title.** [Ord. No. 7533 §1, 8-15-2008]

1583 This Article shall be known as the "Florissant Stream Buffer Protection Ordinance".

1584 **Section 505.052 Introduction.** [Ord. No. 7533 §1, 8-15-2008]

1585 A. The City of Florissant finds that buffers adjacent to stream systems provide numerous  
1586 environmental protection and resource management benefits which can include the  
1587 following:

1588 1. Protection, restoring and maintaining the chemical, physical and biological integrity of  
1589 streams and their water resources;

1590 2. Removing pollutants delivered in urban stormwater;

1591 3. Reducing erosion and controlling sedimentation;

1592 4. Protection and stabilizing stream banks;

1593 5. Providing for infiltration of stormwater runoff;

1594 6. Maintaining base flow of streams;

1595 7. Contributing the organic matter that is a source of food and energy for the aquatic  
1596 ecosystem;

1597 8. Providing tree canopy to shade streams and promote desirable aquatic habitat;

- 1598 9. Providing riparian wildlife habitat;
- 1599 10. Furnishing scenic value and recreational opportunity;
- 1600 11. Providing opportunities for the protection and restoration of green space.

1601 **Section 505.053 Purpose.** [Ord. No. 7533 §1, 8-15-2008]

1602 The purpose of this Article is to establish minimal acceptable requirements for the design of  
1603 buffers to protect the streams, wetlands and floodplains of the City of Florissant; to protect the  
1604 water quality of watercourses, reservoirs, lakes and other significant water resources within the  
1605 City of Florissant; to protect Florissant's riparian and aquatic ecosystems; and to provide for the  
1606 environmentally sound use of Florissant's land resources.

1607 **Section 505.054 Definitions.** [Ord. No. 7533 §1, 8-15-2008]

1608 The following words, terms and phrases, when used in this Article, shall have the meanings  
1609 ascribed to them in this Section, except where the context clearly indicates a different meaning:

1610 **BUFFER:** With respect to a stream, a natural or enhanced vegetated area (established by Section  
1611 **505.506** below) lying adjacent to the stream.

1612 **FLOODPLAIN:** Any land area susceptible to flooding, which would have at least a one percent  
1613 (1%) probability of flooding occurrence in any calendar year based on the basin being fully  
1614 developed as shown on the current land use plan, i.e., the regulatory flood. This pertains to the  
1615 100-year flood plain only.

1616 **IMPERVIOUS COVER:** Any manmade paved, hardened or structural surface regardless of  
1617 material. Impervious cover includes, but is not limited to, rooftops, buildings, streets, roads,  
1618 decks, swimming pools and any concrete or asphalt, unless such asphalt or concrete is designed  
1619 to allow the saturation of water into the ground and is approved by the Director of Public Works  
1620 as a pervious surface.

1621 **LAND DEVELOPMENT:** Any land change including, but not limited to, clearing, grubbing,  
1622 stripping, removal of vegetation, dredging, grading, excavating, transporting and filling of land,  
1623 construction, paving and any other installation of impervious cover.

1624 **LAND DEVELOPMENT ACTIVITY:** Those actions or activities which comprise, facilitate or  
1625 result in land development.

1626 **LAND DISTURBANCE:** Any land or vegetation change, including, but not limited to, clearing,  
1627 grubbing, stripping, removal of vegetation, dredging, grading, excavating, transporting and  
1628 filling of land, that do not involve construction, paving or any other installation of impervious  
1629 cover.



1630 **LAND DISTURBANCE ACTIVITY:** Those actions or activities which comprise, facilitate or  
1631 result in land disturbance.

1632 **PARCEL:** Any plot, lot or acreage shown as a unit on the latest County tax assessment records.

1633 **PERMIT:** The permit issued by the Building Division required for undertaking any land  
1634 development activity.

1635 **PERSON:** Any individual, partnership, firm, association, joint venture, public or private  
1636 corporation, trust, estate, commission, board, public or private institution, utility, cooperative,  
1637 City, County or other political subdivision of the State, any interstate body or any other legal  
1638 entity.

1639 **PROTECTION AREA OR STREAM PROTECTION AREA:** With respect to a stream, the  
1640 combined areas of all required buffers and setbacks applicable to such stream.

1641 **RIPARIAN:** Belonging or related to the bank of a river, stream, lake, pond or impoundment.

1642 **SETBACK:** With respect to a stream, the area established by Section **505.122** extending beyond  
1643 any buffer applicable to the stream.

1644 **STREAM:** Any stream, beginning at:

1645 1. All natural watercourses depicted by a solid or dashed blue line on the most current United  
1646 States Geological Survey (U.S.G.S.) 7.5 Minute Series (Topographic) Maps for Missouri; or

1647 2. A point in the stream channel with a drainage area of twenty-five (25) acres or more.

1648 **STREAM BANK:** The sloping land that contains the stream channel and the normal flows of  
1649 the stream. Where no established top-of-bank can be determined, the stream bank will be the  
1650 "ordinary high water mark" as defined by the Corps of Engineers in Title 33 of the Code of  
1651 Federal Regulation, Part 3283.3.

1652 **STREAM CHANNEL:** The portion of the watercourse that contains the base flow of the  
1653 stream.

1654

1655 **Section 505.055 Applicability.** [Ord. No. 7533 §1, 8-15-2008]

1656 A. This Article shall apply to all land development activity on property containing a stream  
1657 protection area as defined in Section **505.054** of this Article. These requirements are in  
1658 addition to, and do not replace or supersede, any other applicable buffer or floodplain  
1659 requirements established under State or local law and approval or exemption from these  
1660 requirements do not constitute approval or exemption from buffer requirements established  
1661 under State law or from other applicable local, State or Federal regulations.

- 1662 B. ***Legal Non-Conforming Provisions.*** The following shall not apply to this Article:
- 1663 1. Work consisting of the repair or maintenance of any lawful use of land that is zoned and  
1664 approved for such use on or before the effective date of this Article.
- 1665 2. Existing development and ongoing land disturbance activities including, but not limited to,  
1666 existing agriculture, silviculture, landscaping, gardening and lawn maintenance, except that  
1667 new development or land disturbance activities on such properties will be subject to all  
1668 applicable buffer requirements.
- 1669 3. Any land development activity that is under construction, fully approved for development,  
1670 scheduled for permit approval or has been submitted for approval as of the effective date of  
1671 this Article.
- 1672 4. Land development activity that has not been submitted for approval but that is part of a  
1673 larger master development plan, such as for an office park or other phased development that  
1674 has been previously approved within two (2) years of the effective date of this Article.
- 1675 C. ***Exemptions.*** The following specific activities are exempt from this Article. Exemption of  
1676 these activities does not constitute an exemption for any other activity proposed on a  
1677 property.
- 1678 1. Activities for the purpose of building one (1) of the following:
- 1679 a. A stream crossing by a driveway (bridge), transportation route or utility line;
- 1680 b. Public water supply intake or public wastewater structures or stormwater outfalls;
- 1681 c. Intrusions necessary to provide access to a property;
- 1682 d. Public access facilities that must be on the water including boat ramps, docks, foot trails,  
1683 leading directly to the river, fishing platforms and overlooks;
- 1684 e. Foot trails and paths, pervious or impervious, approved only by the Director of Public  
1685 Works;
- 1686 f. Activities to restore and enhance stream bank stability, vegetation, water quality and/or  
1687 aquatic habitat, so long as native vegetation and bioengineering techniques are used and  
1688 said work is approved by the Director of Public Works.
- 1689 2. ***Public line easements.*** This includes such impervious cover as is necessary for the  
1690 operation and maintenance of the utility including, but not limited to, manholes, vents and  
1691 valve structures. This exemption shall not be construed as allowing the construction of  
1692 roads, bike paths or other transportation routes in such easements, regardless of paving  
1693 material, except for access for the uses specifically cited in item (1) above.

- 1694 3. Land development activities within a right-of-way existing at the time this Article takes  
1695 effect or approved under the terms of this Article.
- 1696 4. Within an easement of any utility existing at the time this Article takes effect or approved  
1697 under the terms of this Article, land disturbance activities and such impervious cover as is  
1698 necessary for the operation and maintenance of the utility including, but not limited to,  
1699 manholes, vents and valve structures.
- 1700 5. Emergency work necessary to preserve life or property. However, when emergency work is  
1701 performed under this Section, the person performing it shall report such work to the  
1702 Director of Public Works on the next business day after commencement of the work. Within  
1703 ten (10) days thereafter, the person shall apply for a permit and perform such work within  
1704 such time period as may be determined by the review and permitting authority to be  
1705 reasonably necessary to correct any impairment such emergency work may have caused to  
1706 the water conveyance capacity, stability or water quality of the protection area.
- 1707 6. Forestry and silviculture activities on land that is zoned for forestry, silvicultural or  
1708 agricultural uses and are not incidental to other land development activity. If such activity  
1709 results in land disturbance in the buffer that would otherwise be prohibited, then no other  
1710 land disturbing activity other than normal forest management practices will be allowed on  
1711 the entire property for three (3) years after the end of the activities that intruded on the  
1712 buffer.
- 1713 7. Any activities approved under a 404 permit issued by the Corps of Engineers and 401 water  
1714 quality certification issued by the Missouri Department of Natural Resources. After the  
1715 effective date of this Article, the requirements herein shall apply to new subdivisions and  
1716 platting activities. Any land development activity within a buffer established hereunder or  
1717 any impervious cover within a setback established hereunder is prohibited unless a variance  
1718 is granted pursuant to Section **505.506** of this Article.

1719 **Section 505.056 Land Development Requirements.** [Ord. No. 7533 §1, 8-15-2008]

- 1720 A. ***Buffer And Setback Requirements.*** All land development activity subject to this Article  
1721 shall meet the following requirements:
- 1722 1. For streams depicted as a solid blue line on the U.S.G.S. map, an undisturbed natural  
1723 vegetative buffer shall be maintained for fifty (50) feet, measured horizontally, on both  
1724 banks (as applicable) of the stream as measured from the top of the stream bank. For all  
1725 other streams subject to this Article, an undisturbed natural vegetative buffer shall be  
1726 maintained for twenty-five (25) feet, measured horizontally, on both banks (as applicable)  
1727 of the stream as measured from the top of the stream bank.
- 1728 2. An additional setback shall be maintained for twenty-five (25) feet, measured horizontally,  
1729 beyond the undisturbed natural vegetative buffer, in which all impervious cover shall be  
1730 prohibited, except pervious paving shall be allowed when reviewed and approved by the

- 1731 Director of Public Works. Grading, filling and earthmoving shall be minimized within the  
1732 setback.
- 1733 3. No septic tanks or septic tank drain fields shall be permitted within the buffer or the  
1734 setback.
- 1735 B. ***Variance Procedures.*** Variances from the above buffer and setback requirements may be  
1736 granted in accordance with the following provisions:
- 1737 1. Where a parcel was platted prior to the effective date of this Article, and its shape,  
1738 topography or other existing physical condition prevents land development consistent with  
1739 this Article, and the Director of Public Works finds and determines that the requirements of  
1740 this Article prohibit the otherwise lawful use of the property by the owner, the City Council  
1741 may grant a variance from the buffer and setback requirements hereunder, provided such  
1742 variance requires mitigation measures to offset the effects of any proposed land  
1743 development on the parcel.
- 1744 2. Except as provided above, the City Council shall grant no variance from any provision of  
1745 this Article without first conducting a public hearing on the application for variance and  
1746 authorizing the granting of the variance by an affirmative vote of the City Council. The City  
1747 of Florissant shall give public notice of each such public hearing in a newspaper of general  
1748 circulation within the City of Florissant. The City of Florissant shall require that the  
1749 applicant post a sign giving notice of the proposed variance and the public hearing. The sign  
1750 shall be of a size and posted in such a location on the property as to be clearly visible from  
1751 the primary adjacent road right-of-way.
- 1752 C. Variances will be considered only in the following cases:
- 1753 1. When a property's shape, topography or other physical conditions existing at the time of the  
1754 adoption of this Article prevents land development unless a buffer variance is granted.
- 1755 2. Unusual circumstances when strict adherence to the minimal buffer requirements in this  
1756 Article would create an extreme hardship. Variances will not be considered when, following  
1757 adoption of this Article, actions of any property owner of a given property have created  
1758 conditions of a hardship on that property.
- 1759 3. At a minimum, a variance request shall include the following information:
- 1760 a. A site map that includes locations of all streams, wetlands, floodplain boundaries and other  
1761 natural features as determined by field survey;
- 1762 b. A description of the shape, size, topography, slope, soils, vegetation and other physical  
1763 characteristics of the property;
- 1764 c. A detailed site plan that shows the locations of all existing and proposed structures and  
1765 other impervious cover, the limits of all existing and proposed land disturbance, both inside

1766 and outside the buffer and setback. The exact area of the buffer to be affected shall be  
1767 accurately and clearly indicated;

1768 d. Documentation of unusual hardship should the buffer be maintained;

1769 e. At least one (1) alternative plan, which does not include a buffer or setback intrusion, or an  
1770 explanation of why such a site plan is not possible;

1771 f. A calculation of the total area and length of the proposed intrusion;

1772 g. A stormwater management site plan, if applicable; and

1773 h. Proposed mitigation, if any, for the intrusion. If no mitigation is proposed, the request must  
1774 include an explanation of why none is being proposed.

1775 D. **The following factors will be considered in determining whether to issue a variance:**

1776 1. The shape, size, topography, slope, soils, vegetation and other physical characteristics of the  
1777 property;

1778 2. The locations of all streams on the property, including along property boundaries;

1779 3. The location and extent of the proposed buffer or setback intrusion;

1780 4. Whether alternative designs are possible which require less intrusion or no intrusion;

1781 5. The long-term and construction water-quality impacts of the proposed variance;

1782 6. Whether issuance of the variance is at least as protective of natural resources and the  
1783 environment.

1784 **Section 505.057 Compatibility With Other Regulations and Requirements.** [Ord. No. 7533  
1785 §1, 8-15-2008]

1786 This Article is not intended to interfere with, abrogate or annul any other ordinance, rule or  
1787 regulation, Statute or other provision of law. The requirements of this Article should be  
1788 considered minimum requirements and where any provision of this Article imposes restrictions  
1789 different from those imposed by any other ordinance, rule, regulation or other provision of law,  
1790 whichever provisions are more restrictive or impose higher protective standards for human health  
1791 or the environment shall be considered to take precedence.

1792 **Section 505.058 Additional Information Requirements For Development On Buffer Zone**  
1793 **Properties.** [Ord. No. 7533 §1, 8-15-2008]

1794 A. Any permit applications for property requiring buffers and setbacks hereunder must include  
1795 the following:

- 1796 1. A site plan showing:
- 1797 a. The location of all streams on the property;
- 1798 b. Limits of required stream buffers and setbacks on the property;
- 1799 c. Buffer zone topography with contour lines at no greater than five (5) foot intervals;
- 1800 d. Delineation of forested and open areas in the buffer zone; and
- 1801 e. Detailed plans of all proposed land development in the buffer and of all proposed
- 1802 impervious cover within the setback.
- 1803 2. A description of all proposed land development within the buffer and setback; and
- 1804 3. Any other documentation that the Director of Public Works may reasonably deem necessary
- 1805 for review of the application and to insure that the Buffer Zone Ordinance is addressed in
- 1806 the approval process. All buffer and setback areas must be recorded on the final plat of the
- 1807 property following plan approval. A note to reference the vegetated buffer shall state:
- 1808 "There shall be no clearing, grading, construction or disturbance of vegetation except as
- 1809 permitted by Stream Buffer Protection Ordinance of the City of Florissant".

1810 **Section 505.059 Responsibility.** [Ord. No. 7533 §1, 8-15-2008]

1811 Neither the issuance of a development permit nor compliance with the conditions thereof, nor

1812 with the provisions of this Article shall relieve any person from any responsibility otherwise

1813 imposed by law for damage to persons or property; nor shall the issuance of any permit

1814 hereunder serve to impose any liability upon the City of Florissant, its officers or employees for

1815 injury or damage to persons or property.

1816 **Section 505.060 Inspection.** [Ord. No. 7533 §1, 8-15-2008]

- 1817 A. The Director of Public Works may cause inspections of the work of the buffer or setback to
- 1818 be made periodically during the course thereof and shall make a final inspection following
- 1819 completion of the work. The permittee shall assist the Director of Public Works in making
- 1820 such inspections. The City of Florissant shall have the authority to conduct such
- 1821 investigations as it may reasonably deem necessary to carry out its duties as prescribed in
- 1822 this Article and for this purpose to enter at reasonable time upon any property, public or
- 1823 private, for the purpose of investigating and inspecting the sites of any land development
- 1824 activities within the protection area.
- 1825 B. No person shall refuse entry or access to any authorized representative or agent who
- 1826 requests entry for purposes of inspection and who presents appropriate credentials, nor shall
- 1827 any person obstruct, hamper or interfere with any such representative while in the process
- 1828 of carrying out official duties.

1829    **Section 505.061 Violations, Enforcement and Penalties.** [Ord. No. 7533 §1, 8-15-2008]

1830    A. Any action or inaction which violates the provisions of this Article or the requirements of  
1831       an approved site plan or permit may be subject to the enforcement actions outlined in this  
1832       Section. Any such action or inaction which is continuous with respect to time is deemed to  
1833       be a public nuisance and may be abated by injunctive or other equitable relief. The  
1834       imposition of any of the penalties described below shall not prevent such equitable relief.

1835    1. ***Notice of violation.*** If the Director of Public Works determines that an applicant or other  
1836       responsible person has failed to comply with the terms and conditions of a permit, an  
1837       approved site plan or the provisions of this Article, a written notice of violation shall be  
1838       issued to such applicant or other responsible person. Where a person is engaged in activity  
1839       covered by this Article without having first secured the appropriate permit thereof, the  
1840       notice of violation shall be served on the owner or the responsible person in charge of the  
1841       activity being conducted on the site. The notice of violation shall contain:

1842       a. The name and address of the owner or the applicant or the responsible person;

1843       b. The address or other description of the site upon which the violation is occurring;

1844       c. A statement specifying the nature of the violation;

1845       d. A description of the remedial measures necessary to bring the action or inaction into  
1846       compliance with the permit, the approved site plan or this Article and the date for the  
1847       completion of such remedial action;

1848       e. A statement of the penalty or penalties that may be assessed against the person to whom the  
1849       notice of violation is directed; and

1850       f. A statement that the determination of violation may be appealed to the Director of Public  
1851       Works by filing a written notice of appeal within thirty (30) days after the notice of  
1852       violation (except that in the event the violation constitutes an immediate danger to public  
1853       health or public safety, twenty-four (24) hours' notice shall be sufficient).

1854    2. ***Penalties.*** In the event the remedial measures described in the notice of violation have not  
1855       been completed by the date set forth for such completion in the notice of violation, any one  
1856       (1) or more of the following actions or penalties may be taken or assessed against the person  
1857       to whom the notice of violation was directed. Before taking any of the following actions or  
1858       imposing any of the following penalties, the Director of Public Works shall first notify the  
1859       applicant or other responsible person in writing of its intended action and shall provide a  
1860       reasonable opportunity of not less than ten (10) days (except that in the event the violation  
1861       constitutes an immediate danger to public health or public safety, twenty-four (24) hours'  
1862       notice shall be sufficient) to correct such violation. In the event the applicant or other  
1863       responsible person fails to correct such violation after such notice and corrective action  
1864       period, the Director of Public Works may take any one (1) or more of the following actions  
1865       or impose any one (1) or more of the following penalties.

1866 a. ***Stop work order.*** The Director of Public Works may issue a stop work order which shall be  
1867 served on the applicant or other responsible person. The stop work order shall remain in  
1868 effect until the applicant or other responsible person has taken the remedial measures set  
1869 forth in the notice of violation or has otherwise corrected the violation or violations  
1870 described therein, provided the stop work order may be withdrawn or modified to enable the  
1871 applicant or other responsible person to take necessary remedial measures to correct such  
1872 violation or violations.

1873 b. ***Withhold certificate of occupancy.*** The Director of Public Works may refuse to issue a  
1874 certificate of occupancy for the building or other improvements constructed or being  
1875 constructed on the site until the applicant or other responsible person has taken the remedial  
1876 measures set forth in the notice of violation or has otherwise corrected the violations  
1877 described therein.

1878 c. ***Suspension, revocation or modification of permit.*** The Director of Public Works may  
1879 suspend, revoke or modify the permit authorizing the land development project. A  
1880 suspended, revoked or modified permit may be reinstated after the applicant or other  
1881 responsible person has taken the remedial measures set forth in the notice of violation or has  
1882 otherwise corrected the violations described therein, provided such permit may be reinstated  
1883 (upon such conditions as the Director of Public Woks may deem necessary) to enable the  
1884 applicant or other responsible person to take the necessary remedial measures to correct  
1885 such violations.

1886 d. ***Penalties.*** For violations of this Article, the Director of Public Works may issue a citation to  
1887 the applicant or other responsible person, requiring such person to appear in the Florissant  
1888 Municipal Court to answer charges for such violation. Upon conviction, such person shall  
1889 be punished by a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment for  
1890 ninety (90) days or both. Each act of violation and each day upon which any violation shall  
1891 occur shall constitute a separate offense.

1892 **Section 505.062 Administrative Appeal and Judicial Review.** [Ord. No. 7533 §1, 8-15-2008]

1893 A. ***Administrative Appeal.*** Any person aggrieved by a decision or order of the Director of  
1894 Public Works may appeal in writing within seven (7) days after the issuance of such  
1895 decision or order to the Mayor of Florissant and shall be entitled to a hearing before the City  
1896 Council of Florissant within thirty (30) days of receipt of the written appeal.

1897 B. ***Judicial Review.*** Any person aggrieved by a decision or order of City Council, after  
1898 exhausting all administrative remedies, shall have the right to appeal de novo to the Circuit  
1899 Court of St. Louis County, Missouri.

1900 **CHAPTER 510 - EXISTING STRUCTURES AND PROPERTY MAINTENANCE CODE**

1901 The Existing Structures Code of the City of Florissant is for the purpose of controlling existing  
1902 property conditions, ensuring the quality of Florissant neighborhoods, and controlling changes to



1903 existing structures including additions, remodeling, changes of use, changes of occupancy, and  
1904 control of nuisances. The Existing Structures Code shall consist of the following codes, as  
1905 published by the International Code Council, under these organizational Articles and Sections:  
1906 Article I, Section 510.010 the Property Maintenance Code; Article II, Section 510.025 the  
1907 Existing Buildings Code; Article III, Section 510.040 Occupancy Permits and Transfer of  
1908 Ownership; Article IV, Section 510.090 Notification Of New Electric Customers; Article V,  
1909 Section 510.070 Vacant Residential Structure Fee; Article VI, Section 510.080 Registration Of  
1910 Vacant Residential Buildings; and Article VII, Section 510.060 Abatement of Contamination  
1911 Due To Production of Methamphetamine. All appendices, additions, insertions, deletions and  
1912 changes to each code section are set out under its related Article or Section below.

1913 **Section 510.005 Jurisdictional Titles.**

1914 Throughout the City of Florissant Existing Structures Code, wherever the terms "Name of  
1915 Jurisdiction" or "Local Jurisdiction" appear, it shall be deemed to mean "City of Florissant";  
1916 likewise wherever the term "Department of Building Inspection", "department of building  
1917 safety", "the applicable governing authority", "department of property maintenance", or  
1918 "authority having jurisdiction" appears, it shall be deemed to mean "City of Florissant Building  
1919 Department". The terms "code official", "building official", "fire code official" or "supervisor  
1920 of electrical inspection" shall refer to the Building Commissioner of the City of Florissant.

1921 **Section 510.008 Penalties.**

1922 Any person, firm, corporation, Limited Liability Company or other business entity who shall  
1923 violate any provision of this code shall be subject to the penalties of Section 100.080 of the Code  
1924 of Ordinances of the City of Florissant.

1925 **ARTICLE I. PROPERTY MAINTENANCE CODE.**

1926 **Section 510.010 International Property Maintenance Adopted.**

1927 The International Property Maintenance Code, 2015 Edition, as published by the International  
1928 Code Council, Inc., one (1) copy of which was on file in the office of the City Clerk for a period  
1929 of ninety (90) days prior to the adoption of this Chapter and available for public use, inspection  
1930 and examination, and a copy of which is attached hereto and incorporated by this reference as if  
1931 fully set forth herein, is hereby adopted as the Property Maintenance Code of the City of  
1932 Florissant, Missouri, subject to the amendments, additions, insertions, deletions and changes set  
1933 out in Section 510.020 of this Chapter.

1934 **Section 510.020 Additions, Insertions, Deletions and Amendments.**

1935 The following numbered Sections and Subsections of the International Property Maintenance  
1936 Code, 2015 Edition, as published by the International Code Council, Inc., are hereby amended by  
1937 additions, insertions, deletions and amendments so that such Sections and Subsections shall read  
1938 as follows:

1939 **Section 101.1 Title (Amended):** These regulations shall be known as the Property Maintenance  
1940 Code of the City of Florissant, Missouri, hereinafter referred to as "this code".

1941 **Section 102.3 Application of Other Codes (Amended):** Repairs, additions or alterations to a  
1942 structure, or changes of occupancy, shall be done in accordance with the procedures and  
1943 provisions of the International Building Code, International Existing Building Code,  
1944 International Energy Conservation Code, International Fire Code, International Fuel Gas Code,  
1945 International Mechanical Code, International Residential Code, International Plumbing Code and  
1946 NFPA 70. Repairs, additions, or alterations to a structure, or changes of occupancy or use, shall  
1947 be done in accordance with the procedures and provisions of the Code of Ordinances of the City  
1948 of Florissant.

1949 **Section 102.6 Historic Buildings (Amended):** The provisions of this code may not be mandatory  
1950 for existing buildings or structures designated as historic buildings where such buildings are  
1951 judged by the *building official* to be safe in the public interest of health, safety, and welfare.

1952 **Section 103.1 General (Amended):** The Building Department, a division of the Public Works  
1953 Department, shall be responsible for the administration of this code under the supervision of the  
1954 Building Commissioner and Director of Public Works.

1955 **Section 103.2 (Deleted).**

1956 **Section 103.5 Fees (Amended):** The fees for activities and services performed by the department  
1957 in carrying out its responsibilities under this code shall be in accordance with the fee schedule as  
1958 established by the City of Florissant, Missouri. Fees for occupancy permits and inspections shall  
1959 be according to Section 500.040 of the City of Florissant Code of Ordinances. Fees for vacant  
1960 residential structures shall be according to Section 500.070 of the City of Florissant Code of  
1961 Ordinances

1962 **Section 104.6 Department Records (Amended):** The *building official* or his designee shall keep  
1963 records of all business and activities of the department specified in the provisions of this code,  
1964 for the length of time required by the State of Missouri. Such records shall be available to public  
1965 inspection at all appropriate times after receipt by the City Clerk of a written request for  
1966 information.

1967 **Section 106.4 Penalty (Amended):** Any person, firm, corporation, Limited Liability Company or  
1968 other business entity who shall violate any provision of this code shall be subject to the penalties  
1969 of Section 100.080 of the Code of Ordinances of the City of Florissant.

1970 **Section 107.3 Method of Service (Amended).** Such notice shall be deemed to be properly served  
1971 upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof  
1972 is:

1973 1. Delivered personally by leaving the notice with a responsible party of suitable age and  
1974 discretion;

- 1975 2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service,  
1976 UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent  
1977 known address or the mailing address according to the real estate property records of St.  
1978 Louis County Missouri.  
1979 3. A copy thereof may be posted in a conspicuous place in or about the structure affected by  
1980 such notice.

1981 **Section 107.6.1 Condominium conversion (Added):** It shall be unlawful for the owner of any  
1982 rental building containing two or more units to convert an existing rental building or unit into a  
1983 condominium unless the owner has received authorization from the building official and  
1984 complied with all applicable regulations.

1985 **Section 108.1.6 Utilities (Added).** Each dwelling and/or dwelling unit shall have all the basic  
1986 continuous utility services as a matter of public health and safety which shall include electrical  
1987 service, natural or propane gas service (or other acceptable heating ability), potable drinking  
1988 water service, sanitary sewer service or a fully functional septic sewer system, and solid waste  
1989 (garbage, rubbish, trash) collection service for an approved occupancy.

1990 **Section 108.4 Placarding (Amended).** Upon failure of the *owner*, owner's authorized agent or  
1991 person responsible to comply with the notice provisions within the time given, the *code official*  
1992 shall post on the *premises* or on defective equipment a placard bearing appropriate wording as  
1993 designated by the code official and a statement of the penalties provided for occupying the  
1994 premises, operating the equipment or removing the placard.

1995 **Section 109.1 Imminent Danger (Amended).** When, in the opinion of the *code official*, there is  
1996 *imminent danger* of failure or collapse of a building or structure that endangers life, or when any  
1997 structure or part of a structure has fallen and life is endangered by the occupation of the structure,  
1998 or when there is actual or potential danger to the building *occupants* or those in the proximity of  
1999 any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes,  
2000 gases or materials, or operation of defective or dangerous equipment, the *code official* is hereby  
2001 authorized and empowered to order and require the *occupants* to vacate the *premises* forthwith.  
2002 The *code official* shall cause to be posted at each entrance to such structure a notice limiting the  
2003 structure's use and occupancy bearing appropriate wording as designated by the *code official*. It  
2004 shall be unlawful for any person to enter such structure except for the purpose of securing the  
2005 structure, making the required repairs, removing the hazardous condition or of demolishing the  
2006 same.

2007 **Section 110 (Deleted).**

2008 **Sections 111.1 through Section 111.6.2 (Deleted)**

2009 **Section 111.1 Property Maintenance Code Board of Appeals (Added).** The Property  
2010 Maintenance Code Board shall consist of five (5) members, all of whom shall be residents of the  
2011 City and appointed by the City Council, shall not be employees of the City of Florissant, and  
2012 who are qualified by experience and training to pass on matters related to the Property  
2013 Maintenance Code. The term of office of the members of the Board shall be three (3) years and

2014 those presently in office shall serve the remaining time of their particular appointment.  
2015 Vacancies shall be filled for the unexpired term only. The board shall elect its own Chairman and  
2016 Secretary who shall serve for one (1) year. The Board shall adopt from time to time such rules  
2017 and regulations as it may deem necessary to carry into effect the provisions of this Chapter.

2018 **A.** The Board shall have the jurisdiction to:

2019 **1.** Hear and decide appeals where it is alleged that there is error in any order, requirement,  
2020 decision or determination made by the building official;

2021 **2.** Authorize a variance from the strict application of any provision of this code where a property  
2022 owner can show that this would result in exceptional practical difficulties and particular  
2023 hardship, if such relief can be granted without substantial detriment to the public welfare and  
2024 without substantially impairing the general purpose and intent of this Chapter.

2025 **B.** Any person claiming to be aggrieved by any order, requirement, decision or determination  
2026 made by the Enforcement Official hereunder or seeking a variance from the provisions of this  
2027 Chapter shall have the right to appeal to the Board. Such appeal shall be initiated within thirty  
2028 (30) calendar days after receipt of notice of non-compliance. Upon the filing of a notice of  
2029 appeal or request for variance, the Enforcement Official shall forthwith submit to the Board all  
2030 papers constituting the record upon which the action appealed from or request for variance was  
2031 taken. An appeal stays all proceedings in furtherance of the action appealed from unless the  
2032 Enforcement Official certifies to the Board that, by reason of facts stated in the certificate, a stay  
2033 would, in his/her opinion, cause imminent peril to life or property. In such case, the proceeding  
2034 shall not be stayed. The board shall fix a reasonable time for the hearing of the appeal or request  
2035 for variance, give public notice thereof, as well as due notice to the parties in interest and decide  
2036 same within a reasonable time. At such hearing, any party may appear in person or by agent or  
2037 attorney.

2038 **C.** All hearings of the Board shall be open to the public. The Board shall keep minutes of its  
2039 proceedings, showing the vote of each member on each question or if absent or failing to vote,  
2040 indicating such fact and shall keep records of its examinations and other official actions, all of  
2041 which shall be immediately filed with the City Clerk and shall be a public record.

2042 **D.** In exercising its authority, the Board may reverse or affirm, in whole or part, or may modify  
2043 the order, requirement, decision or determination appealed from and may make such order,  
2044 requirement, decision or determination as ought to be made.

2045 ***Section 112.4 Failure to comply (Amended).*** Any person who shall continue any work after  
2046 having been served with a stop work order, except such work as that person is directed to  
2047 perform to remove a violation or unsafe condition, shall be liable to the penalties of Section  
2048 100.080 of the Code of Ordinances of the City of Florissant.

2049 ***In Section 202 DEFINITIONS (Added):***

2050 **CHANGE OF OCCUPANCY.** Any circumstances wherein the composition of the residents or  
2051 tenants of a building changes either through the sale, lease, rental, or other provision for the  
2052 transfer of any structure.

2053 **FAMILY.**

2054 1. An individual living as a single non-profit, housekeeping unit in a dwelling unit; or

2055 2. Two (2) individuals or married couple and the children thereof, including adopted children,  
2056 foster children and grandchildren, and no more than two (2) other persons related to the  
2057 individuals or married couple by blood or marriage and no more than two (2) other individuals;  
2058 or

2059 3. A group of not more than four (4) persons not related by blood or marriage and not living as a  
2060 group home but living together as a single housekeeping unit in a dwelling unit as distinguished  
2061 from a boarding house; or

2062 4. A group of nine (9) or fewer unrelated mentally or physically handicapped persons (group  
2063 home), excluding supervisory persons acting as house parents or guardians, who need not be  
2064 related to each other or to any of the mentally or physically handicapped individuals residing in a  
2065 dwelling unit as distinguished from a boarding house.

2066 **PUBLIC NUISANCE:** A public nuisance includes:

2067 1. The physical condition or use of any premises regarded as a public nuisance at common law;  
2068 or

2069 2. Any physical condition, use or occupancy of any premises or its appurtenances considered an  
2070 attractive nuisance to children including, but not limited to, abandoned wells, shafts,  
2071 basements, excavations and unsafe fences or structures; or

2072 3. Any premises which have unsanitary sewerage or plumbing facilities; or

2073 4. Any premises designated as unsafe for human habitation or use; or

2074 5. Any premises which are manifestly capable of being a fire hazard or are manifestly unsafe or  
2075 unsecure as to endanger life, limb or property; or

2076 6. Any premises from which the plumbing, heating and/or facilities required by this Code have  
2077 been removed or from which utilities have been disconnected, destroyed, removed or  
2078 rendered ineffective or the required precautions against trespassers have not been provided;  
2079 or

2080 7. Any premises which are unsanitary or which are littered with rubbish or garbage or which  
2081 have an uncontrolled growth of weeds; or

2082 8. Any structure or building that is in a state of dilapidation, deterioration or decay; faulty  
2083 construction; overcrowded, open, vacant or abandoned; damaged by fire to the extent as to  
2084 not provide shelter, in danger of collapse or failure and is dangerous to anyone on or near the  
2085 premises.

2086 9. All trees or parts thereof in a dead or dying condition or living trees which are hazardous.

2087

2088     **Section 302.4 Weeds.** *Amended by inserting “eight (8) inches” in the indicated location.*

2089     **Section 302.10 Maintenance of Trees** *(Added).* All trees or parts thereof in a dead or dying  
2090 condition or living trees which are hazardous are hereby declared to be public nuisances and no  
2091 person owning, in control of, or occupying property wherein such trees are located shall possess  
2092 or keep such trees.

2093     **Section 303.2 Enclosures** *(Amended).* Private swimming pools, hot tubs and spas, containing  
2094 water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or  
2095 barrier not less than 48 inches (1219 mm) in height above the finished ground level measured on  
2096 the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing  
2097 and self-latching. Where the self-latching device is not less than 54 inches (1372 mm) above the  
2098 bottom of gate, the release mechanism shall be located on the pool side of the gate. Self-closing  
2099 and self-latching gates shall be maintained such that the gate will positively close and latch when  
2100 released from an open position of 6 inches (152 mm) from the gatepost. No existing pool  
2101 enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a  
2102 safety barrier.

2103     **Exceptions:**

- 2104             1. Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt  
2105               from the provisions of this section.
- 2106             2. Pools, spas, and hot tubs which were properly installed under a Florissant building permit  
2107               shall be required to be surrounded by a fence or guard at least 42” in height according to  
2108               the code under which it was permitted as long as the original structure remains. In the  
2109               event of required repair or replacement then the pool guard must comply with the current  
2110               building code.

2111     **Section 304.3.1 Buildings with Rear Alleys** *(Added):* Buildings with alleys, drives, or public  
2112 ways at the rear shall have approved address numbers placed at the rear of the property so as to  
2113 be visible from the rear of the building.

2114     **Section 304.6 Exterior Walls** *(Amended).* Exterior walls shall be free from holes, breaks, and  
2115 loose or rotting materials; and maintained weatherproof and properly surface coated where  
2116 required to pre-vent *deterioration*. Exterior coverings must match the existing in appearance,  
2117 color, texture and profile so as not to promote visual blight and shall be constructed in a  
2118 workmanlike manner.

2119     **Section 304.7 Roofs and drainage** *(Amended).* The roof and flashing shall be sound, tight and  
2120 not have defects that admit rain. Roof drain-age shall be adequate to prevent dampness or  
2121 *deterioration* in the walls or interior portion of the structure. Roof drains, gutters and downspouts  
2122 shall be maintained in good repair and free from obstructions. Roof water shall not be discharged  
2123 in a manner that creates a public nuisance. Roof coverings must match the existing in

2124 appearance, color, texture and profile so as not to promote visual blight and shall be constructed  
2125 in a workmanlike manner.

2126 **Section 304.10 Stairways, Decks, Porches, Balconies and other Walking Surfaces (Amended).**  
2127 Every stair, ramp, balcony, porch, deck or other walking surface, and all appurtenances attached  
2128 thereto, shall be maintained structurally sound, in good repair, with proper anchorage and  
2129 capable of supporting the imposed loads. Every stair shall have uniform risers and treads. Every  
2130 stair, porch or fire escape shall be maintained free of unsafe conditions. No required exit stairs or  
2131 fire escape may be blocked by any material at any time.

2132 **Section 304.16 Basements Stairwells and Hatchways (Amended).** Every basement hatchway  
2133 shall be kept free of debris and standing water and maintained to prevent the entrance of rodents,  
2134 rain and surface drainage water.

2135 **Section 304.20 Accessory Structures (Added):** Existing accessory structures shall be properly  
2136 maintained so as not to obstruct light or ventilation of any dwelling unit or obstruct a safe means  
2137 of egress or access to any dwelling unit or create fire and safety hazards or provide rodent or  
2138 insect harborage. Accessory structures shall be functional, maintained in a state of good repair  
2139 and properly constructed subject to review and approval by the *building official*.

2140 **Section 305.3.1 Hallways, Basement Storage, and Common Areas (Added).** The interior  
2141 hallways, stairwells, laundry rooms, basements and designated storage areas, and other common  
2142 areas in all multi-family buildings must be kept in a clean and sanitary manner, and free of  
2143 debris. Flooring must be properly maintained. Storage must be neatly stacked at least three (3)  
2144 feet from any mechanical equipment. At least a three (3) foot clear passage to the exit or stairway  
2145 doors must be provided. No flammable or noxious liquids may be stored in the basement or other  
2146 common areas.

2147 **Section 305.4 Stairs and Walking Surfaces (Amended).** All interior stairs and railings shall be  
2148 maintained in good repair, structurally sound and in a sanitary condition and free of stored items  
2149 or other unsafe conditions.

2150 **Section 404.4.1 Room Area (Amended).** Every living room shall contain not less than 120 square  
2151 feet (11.2 m<sup>2</sup>) and every bedroom shall contain not less than 70 square feet (6.5 m<sup>2</sup>) and every  
2152 bedroom occupied by more than one person shall contain not less than 50 square feet (4.6 m<sup>2</sup>) of  
2153 floor area for each occupant thereof with a maximum of 3 occupants permitted for each  
2154 bedroom.

2155 **Section 602.3 Heating Supply (Amended).** Every owner and operator of any building who rents,  
2156 leases or lets one or more *dwelling units* or *sleeping units* on terms, either expressed or implied,  
2157 to furnish heat to the *occupants* thereof shall supply heat to maintain a minimum temperature of  
2158 68°F (20°C) in all habitable rooms, *bathrooms* and *toilet rooms*.

2159 **Exceptions:**

- 2160 1. When the outdoor temperature is below the winter outdoor design temperature for the  
2161 locality, maintenance of the minimum room temperature shall not be required provided that  
2162 the heating system is operating at its full design capacity. The winter outdoor design  
2163 temperature for the locality shall be as indicated in Appendix D of the *International*  
2164 *Plumbing Code*.
- 2165 2. In areas where the average monthly temperature is above 30°F (-1°C), a minimum  
2166 temperature of 65°F (18°C) shall be maintained

2167 **Section 602.4 Occupiable Work Spaces (Amended).** Indoor occupiable work spaces shall be  
2168 supplied with heat to maintain a minimum temperature of 65°F (18°C) during the period the  
2169 spaces are occupied.

2170 **Exceptions:**

- 2171 1. Processing, storage and operation areas that require cooling or special temperature  
2172 conditions.
- 2173 2. Areas in which persons are primarily engaged in vigorous physical activities

2174 **Section 605.2 Receptacles (Amended):** Every *habitable space* in a dwelling shall contain not less  
2175 than two separate and remote receptacle outlets. Every laundry area shall contain not less than  
2176 one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every  
2177 *bathroom* shall contain not less than one receptacle. All newly installed receptacle outlets shall  
2178 have ground fault circuit interrupter protection where required by the Florissant Residential  
2179 Code. All receptacle outlets shall have the appropriate faceplate cover for the location. In two-  
2180 wire circuits without a grounding conductor which are original to the home, a new two-prong  
2181 receptacle is permitted to be installed where a two-prong receptacle was originally installed in  
2182 lieu of a ground fault circuit interrupter.

2183 **Section 605.4 Wiring (Amended).** Flexible cords shall not be used for permanent wiring, or for  
2184 running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings. All  
2185 wiring must be maintained in a safe condition and properly secured to framing members.

2186 **Section 702.5 Corridor Enclosure (Added):** All corridors serving more than one occupant or  
2187 tenant, and openings therein, shall provide an effective barrier to resist the movement of smoke.  
2188 All transoms, louvers, doors and other openings shall be self-closing.

2189 **Exceptions:**

- 2190 1. Louvers or grills for the movement of conditioned air shall be permitted in exit access corridor  
2191 enclosure walls or doors, provided an approved smoke detection system is installed in the  
2192 corridor. The smoke detection system shall sound an audible alarm in the building. This  
2193 exception shall not apply to openings into exit stairway enclosures.

2194 **Section 703.2 Opening Protectives (Amended).** All required opening protectives, fire doors and  
2195 smoke barriers shall be maintained in good working order, including all hardware necessary for



2196 the proper operation thereof. Fire doors shall not be blocked, obstructed or held open by any  
2197 means.

2198 **Section 704.2.1 Where required (Amended).** Existing Group I-1 and R occupancies shall be  
2199 provided with single-station smoke alarms in accordance with Sections 704.2.1.1 through  
2200 704.2.1.4. Interconnection and power sources shall be in accordance with Sections 704.2.2 and  
2201 704.2.3.

2202 **Exceptions:**

2203 1. *(Deleted)*

2204 2. *(Deleted)*

2205 3. Where smoke detectors connected to a fire alarm system have been installed as a substitute for  
2206 smoke alarms.

2207 **Section 704.2.1.1 Group R-1 (Amended).** Single- or multiple-station smoke alarms shall be  
2208 installed in all of the following locations in Group R-1:

2209 1. In sleeping areas.

2210 2. In every room in the path of the means of egress from the sleeping area to the door leading  
2211 from the sleeping unit.

2212 3. *(Amended)* In each story within the sleeping unit, including basements.

2213 **Section 704.2.1.2 Groups R-2, R-3, R-4 and I-1 (Amended).** Single or multiple-station smoke  
2214 alarms shall be installed and maintained in Groups R-2, R-3, R-4 and I-1 regardless of occupant  
2215 load at all of the following locations:

2216 1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of  
2217 bedrooms.

2218 2. In each room used for sleeping purposes.

2219 3. *(Amended)* In each story within a dwelling unit, including basements but not including crawl  
2220 spaces and uninhabitable attics.

2221 **Section 704.2.2 Interconnection (Amended).** Where more than one smoke alarm is required to  
2222 be installed within an individual dwelling or sleeping unit, the smoke alarms shall be  
2223 interconnected in such a manner that the activation of one alarm will activate all of the alarms in  
2224 the individual unit. Physical interconnection of smoke alarms shall not be required where listed  
2225 wireless alarms are installed and all alarms sound upon activation of one alarm. The alarm shall  
2226 be clearly audible in all bedrooms over background noise levels with all intervening doors  
2227 closed.

2228    **Exceptions:**

2229    1. Interconnection is not required in buildings that are not undergoing alterations, repairs or  
2230    construction of any kind.

2231    2. *(Amended)* Smoke alarms in existing areas are not required to be interconnected where  
2232    alterations or repairs do not result in the removal of interior wall or ceiling finishes.

2233    **Section 704.2.3 Power source (Amended).** Single-station smoke alarms shall receive their  
2234    primary power from the building wiring provided that such wiring is served from a commercial  
2235    source and shall be equipped with a battery backup. Smoke alarms with integral strobes that are  
2236    not equipped with battery backup shall be connected to an emergency electrical system. Smoke  
2237    alarms shall emit a signal when the batteries are low. Wiring shall be permanent and without a  
2238    disconnecting switch other than as required for overcurrent protection.

2239    **Exceptions:**

2240    1. Smoke alarms are permitted to be solely battery operated in existing buildings where no  
2241    construction is taking place.

2242    2. Smoke alarms are permitted to be solely battery operated in buildings that are not served from  
2243    a commercial power source.

2244    3. *(Amended)* Smoke alarms are permitted to be solely battery operated in existing areas of  
2245    buildings undergoing alterations or repairs that do not result in the removal of interior walls or  
2246    ceiling finishes.

2247    **Section 704.3 Carbon Monoxide Alarms (Added).** Carbon monoxide alarms in dwelling units  
2248    shall be installed outside of each separate sleeping area in the immediate vicinity, within ten (10)  
2249    feet of the bedrooms in dwelling units where fuel-burning appliances are installed or where an  
2250    attached enclosed garage is constructed. Where a fuel-burning appliance is located within a  
2251    bedroom or its attached bathroom, a carbon monoxide alarm shall be installed within the  
2252    bedroom.

2253    **Section 704.3.1 Combination Alarms (Added).** Combination smoke and carbon monoxide  
2254    alarms shall be permitted to be used in lieu of smoke alarms.

2255    **Section 704.3.2 Listings (Added).** Carbon monoxide alarms shall conform to and be listed in  
2256    accordance with UL 2034. Household carbon monoxide detection systems shall comply with  
2257    NFPA 720. Combination carbon monoxide and smoke alarms shall be listed in accordance with  
2258    UL 2034 and UL 217.

2259    **Section 704.3.3 Power Source and Interconnection (Added).** Carbon monoxide alarms and  
2260    combination alarms shall conform to section 704.2.

2261

## ARTICLE II. EXISTING BUILDING CODE.

### 2262 **Section 510.030 International Existing Building Code Adopted.**

2263 The International Existing Building Code, 2015 Edition, including appendixes A2, A3, A4, A5,  
2264 A6, B, C1, C2, and Resource A as published by the International Code Council, Inc., one (1)  
2265 copy of which was on file in the office of the City Clerk for a period of ninety (90) days prior to  
2266 the adoption of this Chapter and available for public use, inspection and examination, and a copy  
2267 of which is attached hereto and incorporated by this reference as if fully set forth herein, is  
2268 hereby adopted as the Existing Building Code of the City of Florissant, Missouri, subject to the  
2269 amendments, additions, insertions, deletions and changes set out in Section 510.035 of this  
2270 Chapter.

### 2271 **Section 510.040 Additions, Insertions, Deletions and Amendments.**

2272 The following numbered Sections and Subsections of the International Existing Building Code,  
2273 2015 Edition, including appendixes A2, A3, A4, A5, A6, B, C1, C2, and Resource A as  
2274 published by the International Code Council, Inc., are hereby amended by additions, insertions,  
2275 deletions and amendments so that such Sections and Subsections shall read as follows:

2276 *Section 101.1 Title (Amended): These regulations shall be known as the Existing Building Code*  
2277 *of the City of Florissant, Missouri, hereinafter referred to as "this code".*

2278 *Section 103 Creation of enforcement agency (Deleted).*

2279 **Section 105.1.1 Annual permit (Deleted).**

2280 *Section 105.1.2 Annual permit records (Deleted).*

2281 *Section 105.2 Work exempt from permit (Amended).* Work exempt from a permit shall comply  
2282 with the Florissant Building Code and Florissant Residential Code respectively.

2283 *Section 105.2.1 Emergency Repairs (Amended):* Where equipment or system replacements  
2284 and/or repairs must be performed in an emergency situation, the permit application shall be  
2285 submitted within forty-eight (48) working hours of said repair or replacement.

2286 *Section 108.2 Schedule of permit fees (Amended).* The fees for all work on existing buildings  
2287 shall be paid in accordance with the fee schedule as established by the City of Florissant,  
2288 Missouri.

2289 *Section 108.6 (Deleted).*

2290 *Section 112.1 (Deleted)*

2291 *Section 112.1 General (Added).* In order to hear and decide appeals of orders, decisions, or  
2292 determinations made by the *building official* relative to the application and interpretation of this

2293 code, The Board of Appeals shall be the Planning and Zoning Commission as established by the  
2294 Code of Ordinances of the City of Florissant in Section 11.1.

2295 **Section 113.4 Violation Penalties (Amended).** Any person, firm, corporation, limited liability  
2296 company or other business entity who shall violate any provision of this code shall be subject to  
2297 the penalties of Section 100.080 of the Code of Ordinances of the City of Florissant.

2298 **Section 115.4 Method of Service (Amended):** Such notice shall be deemed to be properly served  
2299 upon the owner, owner's agent or upon the person responsible for the structure if a copy thereof  
2300 is:

- 2301 1. Delivered personally by leaving the notice with a responsible party of suitable age and  
2302 discretion;  
2303 2. Delivered by regular mail, certified mail, first class mail, registered mail, courier service,  
2304 UPS, FedEx, Amazon, or any similar service with delivery confirmation, to the most recent  
2305 known address or the mailing address according to the real estate property records of St.  
2306 Louis County Missouri.  
2307 3. A copy thereof may be posted in a conspicuous place in or about the structure affected by  
2308 such notice.

2309 **ARTICLE III, SECTION 510.050. OCCUPANCY PERMITS AND TRANSFER OF**  
2310 **OWNERSHIP.**

2311 **A. Applicability.** This Section shall not apply to any occupancy in existence at the time of the  
2312 adoption of this Chapter and until a change of occupancy occurs as defined in the Property  
2313 Maintenance Code.

2314 **B. Requirements.** Except as otherwise provided, it shall be unlawful for any person, corporation,  
2315 business or family to occupy or for any owner or agent thereof to permit the occupancy of any  
2316 building, tenant space, structure, dwelling, dwelling unit or addition thereto or part thereof for  
2317 any purpose until an occupancy permit has been issued by the Enforcement Official. The  
2318 occupancy permit which is issued will allow the natural growth of a single family but requires  
2319 that no dwelling unit shall be occupied by more than a single family, as defined in this Chapter,  
2320 plus not more than two (2) other persons all living together in the dwelling unit as a single  
2321 housekeeping unit. The occupancy permit shall not be issued until all violations of this Chapter  
2322 have been brought into compliance, except as provided in Subsection (F) and its issuance shall  
2323 be subject to the following occupancy limitations:

2324 **1. Single-family occupancy.** No dwelling unit, other than a group home permitted under the  
2325 provisions of the Zoning Code, shall be occupied by more than a single family, as defined in this  
2326 Chapter, plus not more than two (2) other persons all living together as a single housekeeping  
2327 unit and shall be subject to square footage.

2328 **2. Overcrowding.** Dwelling units and group homes shall not be occupied by more occupants than  
2329 permitted by the minimum area requirement set forth in the Florissant Property Maintenance  
2330 Code.

- 2331 **C. Fee.** Occupancy related fees shall be as follows:
- 2332 **\$75.00.....**One- and two-family dwellings application and 2 inspections
- 2333 **\$150.00.....**One- and two-family dwellings application and 2 inspections illegally occupied at  
2334 the time of the first inspection
- 2335 **\$50.00.....**Apartment unit application and 2 inspections
- 2336 **\$100.....**Apartment unit application and 2 inspections illegally occupied at the time of the  
2337 first inspection
- 2338 **\$40.00.....**Occupancy permit update (except as a result of the natural growth of a family)
- 2339 **\$100.00.....**Commercial application and inspection less than three thousand (3,000) square  
2340 feet building /tenant space
- 2341 **\$200.00.....**Commercial application and inspection between three thousand (3,000) and fifty  
2342 thousand (50,000) square feet building / tenant space
- 2343 **\$300.00.....**Commercial application and inspection over fifty thousand (50,000) square feet  
2344 building/tenant space
- 2345 **\$50.00.....**Commercial or residential occupancy permit issuance
- 2346 **\$50.00.....**Occupancy permit extension after review and approval
- 2347 **\$50.00.....**Conditional or temporary occupancy permit after review and approval
- 2348 **\$50.00.....**Extra inspections over and above the application allowance of 2 inspections.
- 2349 The above fees shall also cover the first (1st) reinspection in the event a reinspection is necessary  
2350 following the initial inspection. In the event further reinspections are necessary to secure an  
2351 occupancy permit or to comply with the terms of a conditional occupancy permit, each such  
2352 reinspection after the first (1st) reinspection shall require an additional fee of twenty-five dollars  
2353 (**\$50.00**) per reinspection.
- 2354 **D. Report Change of Occupancy.** Every building, structure, tenant space or dwelling unit in  
2355 which a change of occupancy is to occur must be reported by the owner to the *building official* so  
2356 that the Enforcement Official may inspect the structure according to the provisions of this  
2357 Chapter. Failure to make such a report shall constitute a violation of this Chapter and the person  
2358 responsible for the failure shall be subject to the penalties of this Chapter.
- 2359 **E. Responsibilities of Real Estate Brokers.** All real estate brokers and agents and similar  
2360 businesses and owners of buildings, structures, tenant spaces, dwelling units or multiple-family  
2361 dwelling units shall report each change occupancy as defined in this Chapter so that the

2362 Enforcement Official may inspect the unit according to the provisions of this Chapter. Failure to  
2363 register or make such a report shall constitute a violation of this Chapter and the person  
2364 responsible for the failure shall be subject to the penalties of this Chapter.

2365 **F. *Conditional Occupancy Permit.*** A conditional occupancy permit may be issued by the  
2366 Enforcement Official if, in his/her judgment, any deficiencies in structures covered by this  
2367 Chapter would not demonstrate a visual blight or seriously endanger the health or safety of the  
2368 occupants or of the community and provided that in the case of an owner-occupant an affidavit  
2369 stating that he/she will correct deficiencies within a specific time and in the case of an owner-  
2370 non-occupant an affidavit stating that the owner will correct deficiencies within a specified time  
2371 and thus bring the structure into compliance with the provisions of this Chapter. The occupant,  
2372 who may be the owner or a renter as the case may be, may occupy the space while repairs are  
2373 being made. At such time and within the period covered by the affidavit furnished as the space  
2374 complies with all the provisions of this Chapter an occupancy permit will be issued as provided  
2375 above. In the event that repairs are not completed within the specified time the City may revoke  
2376 the occupancy permit and peruse further action allowable by this chapter. The fee for a  
2377 conditional or temporary occupancy permit shall be fifty dollars **(\$50.00)**.

2378 **G. *Inspection of Occupancy Records.*** Every owner and managing agent of a multiple-family  
2379 dwelling shall, upon request of the Enforcement Official, make available for inspection by the  
2380 Enforcement Official its records of occupancy and all changes of occupancy of the dwelling  
2381 units within such multiple-family dwelling.

2382 **H. *Notice of Requirement Of Occupancy Permit To Be Posted.*** The Enforcement Official shall  
2383 provide to the owner or managing agent of every multiple-family dwelling a sign specifying that  
2384 an occupancy permit is required to be issued prior to the occupation of any dwelling unit. Upon  
2385 receipt of such sign, the owner or managing agent shall post and maintain the sign in a  
2386 conspicuous place in the rental office of such multiple-family dwelling and if such rental office  
2387 is not at the same location as the multiple-family dwelling, such owner or managing agent shall  
2388 also post the sign in the common entry area of each multiple-family dwelling. Failure to post and  
2389 maintain this sign shall constitute a violation and the person responsible for such failure shall be  
2390 subject to the penalties of this Chapter.

2391 **I. *Occupancy Permits, Non-Residential Structures.*** It shall be unlawful for any person, owner  
2392 or operator to occupy or use or to permit occupancy or use of any premises for any purpose until  
2393 an occupancy permit has been issued by the *building official*. No such permit shall be issued  
2394 unless said premises has been inspected by the *building official* or his designee and the premises  
2395 is in compliance with this code. All commercial occupancy permits shall require the review and  
2396 approval of the local Fire Marshal. All commercial occupancy permits must be reviewed and  
2397 approved for use and classification according to the Building Code and Existing Building Code  
2398 as well as Florissant Zoning Code.

2399 **J. *Inspections Required by a Home Improvement Program.*** Where an inspection is a  
2400 requirement of a specific home improvement program the building official is authorized and  
2401 directed to make inspections to determine whether dwellings, dwelling units, rooming units,  
2402 accessory structures and premises located within the City conform to the requirements of this

2403 Chapter. This inspection shall not constitute a requirement for occupancy. For the purpose of  
2404 making such inspections, the building official is authorized at reasonable times to enter, examine  
2405 and survey all dwellings, dwelling units, rooming units, accessory structures and premises with  
2406 the consent of the owner or occupant thereof. The inspection contemplated under this subsection  
2407 shall remain valid for a period of one hundred twenty (120) days from the date of initial  
2408 inspection provided that there is no change in occupancy or the building has remained vacant  
2409 during the one hundred twenty (120) day period. Extensions of time may be granted at the  
2410 discretion of the *building official* or his/her designated representative.

2411 ***K. Expiration of Occupancy Inspection and Permit.*** Any occupancy permit process shall  
2412 become invalid one hundred and twenty (120) days after the initial inspection date. The  
2413 occupancy permitting process must be completed and permit obtained within this timeframe  
2414 unless an extension is granted after review by the *building official*. Fees for extensions shall be  
2415 fifty dollars (\$50).

2416 ***Section 510.055 Emergency Measures.*** [Code 1980 §6-68; CC 1990 §5-152]

2417 A. When any dwelling unit has become so damaged by fire, wind or other causes or has  
2418 become so unsafe, unhealthful or unsanitary that, in the opinion of the Enforcement  
2419 Official, life or health is immediately endangered by the occupation of the dwelling unit, the  
2420 Enforcement Official is hereby authorized and empowered to revoke without notice any  
2421 occupancy permit for such dwelling unit and to order and require the occupants to vacate  
2422 the dwelling unit forthwith and to order the owner or agent to proceed immediately with the  
2423 corrective work and repairs required to make the dwelling unit safe and fit for human  
2424 habitation, whether or not a notice of violation has been given as described in this Chapter  
2425 and whether or not legal procedures described by City ordinances have been instituted.

2426 B. If the Enforcement Official determines that there is an immediate danger to the health,  
2427 safety or welfare of any person, he/she may take emergency measures to vacate and repair  
2428 the structure or otherwise remove the immediate danger.

2429 C. Written notice shall be given to the owner, occupant, lessee, mortgagee, agent and all other  
2430 persons having an interest in such building or structure as promptly as possible. The cost of  
2431 any such emergency work shall be collected in the same manner as provided by this  
2432 Chapter.

2433 **ARTICLE IV, SECTION 510.060. NOTIFICATION OF NEW ELECTRIC CUSTOMERS**

2434 [CC 1990 §5-174; Ord. No. 5676, 11-28-1994]

2435 A. For any month when there is a change of user of residential electric service or non-residential  
2436 electric service within the City, AmerenUE shall notify the *building official* of the City in writing  
2437 within seven (7) working days after the end of the month of said changes, indicating the address  
2438 and apartment or unit number and the name(s) of electric user(s) per service and address and  
2439 apartment or unit number in whose name service is connected or billed.

2440 **B.** AmerenUE shall submit annually to the City an invoice for its cost associated with its  
2441 compliance with this Chapter. The City shall pay to AmerenUE the amount of the invoice within  
2442 thirty (30) days of receipt.

2443 **ARTICLE V, SECTION 510.070. VACANT RESIDENTIAL STRUCTURE FEE**

2444 [Ord. No. 7071 §1, 9-28-2005; Ord. No. 7890 §1, 7-11-2012]

2445 **A.** A semi-annual registration fee of two hundred dollars (\$200.00) shall be charged to the owner  
2446 of any residential structure, including a structure containing multiple dwelling units, which has  
2447 been vacant for six (6) months or more and is in violation of the City's housing codes. In the  
2448 event that the registration fee is not paid within thirty (30) days of the receipt of the notice, a lien  
2449 may be placed on the property, enforceable as are other liens, by recording in the Office of the  
2450 Recorder of Deeds in St. Louis County, a true copy of a statement attested to by the Director of  
2451 Finance stating that the fee has remained unpaid and shall constitute a lien for principle and  
2452 interest and shall be in full force and effect until final payment has been made. Sworn statements  
2453 recorded in accordance with the provisions hereof shall be prima facie evidence that all legal  
2454 formalities have been complied with and that the fee is due and owing, and this shall constitute  
2455 full notice to every person that the amount of the fees plus interest constitutes a charge against  
2456 the property designated in the statement and that the same is due and collectible as provided by  
2457 law. In addition to the filing of such lien, or in lieu of filing of such a lien, the City shall have the  
2458 right to collect these fees by including the fees on the bill for the payment of real and personal  
2459 property taxes and all other taxes due and owing.

2460 **B.** A forty-five dollar (\$45.00) inspection fee shall be charged for an inspection to the owner of  
2461 any residential structure, including a structure containing multiple dwelling units, which has been  
2462 vacant for six (6) months or more and is in violation of the City's housing codes.

2463 **ARTICLE VI, SECTION 510.080. REGISTRATION OF VACANT RESIDENTIAL**  
2464 **BUILDINGS**

2465 [Ord. No. 8242 §2, 7-11-2016]

2466 **A.** It is the purpose of this Section to provide for registration of residential buildings that have  
2467 been vacant for more than six (6) months.

2468 **B. Registration of vacant buildings:**

2469 **1. Notice of registration.** Notice shall be given to the property owner and managing agent of  
2470 record that a "Residential Vacant Property Registration Application" is required; however, the  
2471 obligation to register rests solely with the owner whether or not the owner received notice. If  
2472 notice is served by mail the notice shall be sent to the owner's and managing agent's last known  
2473 address and the date of mailing shall be the date of service and anniversary date of vacancy. A  
2474 "Residential Vacant Property Registration Form" will be provided by the Public Works  
2475 Department (and can be obtained on line from the City's web site).



2476 **a. *Amount of fee.*** There is hereby established and assessed an annual fee in the amount of two  
 2477 hundred dollars (\$200.00) subject to owners of property to be registered under this Section.

2478 **b. *Owner responsible.*** It shall be the joint and several responsibility of each owner of property  
 2479 registered pursuant to this Article to pay the annual registration fee.

2480 **c. *Vacant property registration form.*** A "Residential Vacant Property Registration Form" must  
 2481 be completed and returned with the following information:

2482 (1) Name, street address and telephone numbers of the owner or owners and all other parties with  
 2483 ownership interest in the property.

2484 (2) Name, street address and telephone numbers of any registered property manager or any other  
 2485 responsible person so appointed by the owner.

2486 (3) Status of property, vacant or occupied.

2487 (4) Utility status.

2488 (5) A plan or timeline to establish lawful occupancy, rehabilitation, removal or demolition of the  
 2489 structure.

2490 (6) Renew the vacant property registration each year on the anniversary date of the first filing for  
 2491 the time the building remains vacant and pay the required fee of two hundred dollars (\$200.00).

2492 **d. *Exemptions.*** "Residential Vacant Property Registration" charges are exempt under the  
 2493 following circumstances:

2494 (1) A property that is actively listed for sale and/or rent, and has a current approved municipal  
 2495 housing inspection.

2496 (2) A property that has suffered damage caused by fire, extreme weather (i.e., tornado, flood,  
 2497 etc.) or other catastrophe which has rendered the property un-occupiable shall be exempt for a  
 2498 period of ninety (90) days. If at the end of the 90-day period a building permit has been issued  
 2499 for the repairs the exemption status will remain for an additional ninety (90) days, subject to  
 2500 receiving approval of a 90-day extension, and subject to consideration for delays caused by the  
 2501 insurance provider, arson investigation or properly documented extenuating circumstances.

2502 (3) A property that is undergoing rehab or restoration under an approved permit issued by the  
 2503 City of Florissant.

2504 (4) A property that is occupied/owned/rented by a member of the military who is deployed for  
 2505 military service and is otherwise maintained and secured.

2506 (5) A property that is occupied only on a seasonal basis (winter residence, etc.) and is otherwise  
 2507 maintained, secure and in substantial compliance with all applicable codes, regulations and laws.

2508 **e. *Failure to pay fee unlawful.*** It shall be unlawful for any owner of property registered pursuant  
2509 to this Article to fail to pay the registration fee imposed for such property. Any person found  
2510 guilty of failing to pay any required fee shall be punished as provided in Section **100.080** of the  
2511 Code of Ordinances.

2512 **f.** The fee shall be paid no later than thirty (30) days after the building is found to be vacant for  
2513 six (6) months.

2514 **g.** Fees required by this Section shall be paid in full prior to the issuance of any building or  
2515 occupancy permit. Fees shall be paid by the owner prior to any transfer of ownership. In the  
2516 event a fee is not paid, a lien may be placed on the property, enforceable as are other liens, by  
2517 recording in the Office of the Recorder of Deeds in St. Louis County a true copy of a statement  
2518 attested to by the Director of Finance stating that the fee has remained unpaid and shall constitute  
2519 a lien for principal and interest and shall be in full force and effect until final payment has been  
2520 made.

2521 **ARTICLE VII, SECTION 510.090. ABATEMENT OF CONTAMINATION DUE TO**  
2522 **PRODUCTION OF METHAMPHETAMINE.**

2523 [Ord. No. 7873 §1, 3-27-2012]

2524 **A. *Purpose.*** The purposes of this Section are:

2525 **1.** To adopt standards for identifying dangerous levels of toxic chemicals and residue associated  
2526 with the presence or production of methamphetamine; and

2527 **2.** To establish protocols whereby the building safety personnel may cooperate with and rely on  
2528 law enforcement and emergency agencies when applying property maintenance and safety  
2529 standards to order or cause the abatement of contamination in structures due to the presence or  
2530 production of methamphetamine.

2531 **C. *Definitions.*** For purposes of this Section, the words or terms listed below are defined as  
2532 follows:

2533 **DEPARTMENT:** The Department of Public Works of the City of Florissant.

2534 **METHAMPHETAMINE:** Dextro methamphetamine, levo methamphetamine, and unidentified  
2535 isomers of the same, any racemic mixture of dextro/levo methamphetamine, or any mixture of  
2536 unidentified isomers of methamphetamine. The term includes derivatives, conjugates, oxides and  
2537 reduced forms of the basic structure associated with the formation of methamphetamine. For the  
2538 purposes of this protocol, this term includes amphetamine, ephedrine and pseudoephedrine.

2539 **QUALIFIED COMPANY OR QUALIFIED CONTRACTOR:** A company or contractor that  
2540 tests structures for the presence of unsafe contamination and/or abates such unsafe contamination  
2541 and that:

- 2542 1. Complies with the guidelines of the U.S. Environmental Protection Agency Voluntary  
2543 Guidelines for Methamphetamine Laboratory Cleanup (August 2009);
- 2544 2. Complies with the regulations of the Occupational Safety and Health Administration of the  
2545 United States Department of Labor relating to hazardous waste operations and emergency  
2546 response, including 29 Code of Federal Regulations Section 1910.120;
- 2547 3. Requires that at least one (1) employee or supervisor assigned to and on duty at any work site  
2548 shall have completed the forty (40) hour Hazardous Waste Operations and Emergency Response  
2549 (HAWOPER) training [Occupational Safety and Health Administration (OSHA) 29 CFR  
2550 1910]; and
- 2551 4. Requires its personnel to complete a clandestine drug lab assessment and decontamination  
2552 course offered by a sponsor acceptable to a regional drug task force and/or the department.
- 2553 **UNSAFE CONTAMINATION:** The presence of chemicals in a structure at levels exceeding  
2554 the levels for such chemicals as provided in Subsection (D) below.
- 2555 **D. Unsafe Contamination.** A structure will be considered unsafe for purposes of the Property  
2556 Maintenance Code of the City of Clayton if it is found to contain any of the chemicals listed  
2557 below at exposure limits above the levels listed below established by the National Institute for  
2558 Occupational Safety and Health (NIOSH):
- 2559 1. Red Phosphorus—any amount.
- 2560 2. Iodine Crystals C0.1 ppm (1 mg/m<sup>3</sup>).
- 2561 3. Sulfuric Acid TWA 1 mg/m<sup>3</sup>.
- 2562 4. Hydrogen Chloride C 5 ppm (7 mg/m<sup>3</sup>).
- 2563 5. Hydrochloric Acid (Hcl gas) - C 5 ppm (7 mg/m<sup>3</sup>).
- 2564 6. Methamphetamine—in a concentration equal to or greater than 1.5 µgram/100 cm<sup>2</sup>.
- 2565 7. Lead and Mercury—If it is determined that the phenyl-2-propanone (P2P) method of  
2566 methamphetamine manufacturing was used, surface levels for lead in excess of 20 µ/ft<sup>2</sup> and  
2567 vapor samples for Mercury in excess of 50 ng/m<sup>3</sup>.
- 2568 **E. Closure And Abatement Orders Upon Report And Investigation By Law Enforcement or**  
2569 **Emergency Agencies.**
- 2570 1. When a law enforcement or emergency agency reports to the department that a structure in the  
2571 City has been used for the production of methamphetamine or as a storage facility for  
2572 methamphetamine or chemicals used in the manufacturing of methamphetamine, the department  
2573 may order that structure closed pursuant to the emergency measures provided in the City's

2574 property maintenance and/or safety codes. The department shall rescind such an order if the law  
2575 enforcement or emergency agency later reports that after testing and investigation it has not  
2576 found unsafe contamination in that structure.

2577 **2.** When a law enforcement or emergency agency reports to the department that it has found  
2578 unsafe contamination in a structure in the City that has been used for the production of  
2579 methamphetamine or as a storage facility for methamphetamine or chemicals used in the  
2580 manufacturing of methamphetamine, the department shall order that structure closed pursuant to  
2581 the emergency measures provided in the City's property maintenance and/or safety codes.

2582 ***F. Supplementary Notice And Instructions.***

2583 **1.** While closure and abatement orders pursuant to the emergency measures provided in the  
2584 City's property maintenance and/or safety codes may be posted, the department shall also attempt  
2585 to contact the owner of record of the affected property, or the owner's agent, by personal service,  
2586 first class mail or by posting on the property or publication if mail is returned as undelivered.

2587 **2.** Such notice shall direct the owner to contact the department within twenty (20) calendar days  
2588 to establish a schedule for decontaminating the structure, and further advise the owner that  
2589 failure to contact the department within that time specified may result in a request to disconnect  
2590 utility services in order to ensure that the structure is not re-occupied until it is decontaminated.

2591 **3.** Such notice shall also inform the owner that if the owner contacts the department within the  
2592 time specified in the notice, the owner may request to have the structure retested, but such  
2593 retesting must be performed as follows.

2594 **a.** The owner must employ the services of a qualified company or contractor to perform sampling  
2595 and to analyze the samples.

2596 **b.** An inspector for the department must be present when the qualified company or contractor  
2597 takes samples and the owner shall pay an inspection fee of forty dollars (\$40.00), payment of  
2598 which must be made prior to the appointment for taking samples.

2599 **c.** Sampling and testing shall be performed in accordance with the appropriate sections of the  
2600 U.S. Environmental Protection Agency Voluntary Guidelines for Methamphetamine Laboratory  
2601 Cleanup (August 2009).

2602 **d.** The qualified company or contractor engaged by the owners must report the results of its  
2603 analysis of the samples taken to the department.

2604 ***G. Decontamination.***

2605 **1.** If unsafe contamination exists in a structure, the owner shall hire a qualified contractor or  
2606 company to decontaminate the structure and advise the department of the schedule for  
2607 decontamination.

2. The schedule for the work and evidence that the qualified contractor or company meets the requirements of this Section must be submitted for approval to the department within twenty (20) calendar days of the receipt of notice. Approval will be based solely on the timeliness of the schedule and the qualifications of the contractor. Approval or rejection of the schedule will be provided within a reasonable time of submission. If rejected the owner will be informed, in writing, of specific reasons for the rejection and will be required to amend the schedule or the proposed qualified contractor or company. Decontamination shall be performed in accordance with the appropriate sections of the U.S. Environmental Protection Agency Voluntary Guidelines for Methamphetamine Laboratory Cleanup (August 2009).

3. If the owner of property determined to have unsafe contamination fails to voluntarily abate that contamination, the department may serve a notice of violation and proceed in accordance with provisions for abatement of unsafe conditions or structures in the City's property maintenance and/or safety codes. The department may request disconnection of the utility services until the decontamination is complete.

4. Post decontamination sampling. Following the completion of the work, the owner shall notify the department that work is complete and the owner must provide written test results as evidence that the property is compliant with this regulation. The post remediation sampling and testing must be performed by a qualified contractor or company other than and independent of the contractor or company that performed the decontamination, and that sampling and testing must be done in accordance with the appropriate sections of the U.S. Environmental Protection Agency Voluntary Guidelines for Methamphetamine Laboratory Cleanup (August 2009).

**H. Final Action.** After the property has been decontaminated and the department is in possession of evidence that the pertinent chemical levels are below unsafe contamination levels, the structure will be considered safe and suitable for performance of a full inspection for an occupancy permit. If utility services have been disconnected, the department will notify the utilities that the unsafe condition has been mitigated and service can be restored. The property owner shall be responsible for any reconnection fees.

Section 510.100 through Section 510.190. Reserved.

## **ARTICLE VIII, SECTION 510.200. DANGEROUS BUILDINGS**

### **Section 510.210 Purpose and Scope.**

It is the purpose of this Chapter to provide a just, equitable and practicable method for the repairing, vacation or demolition of buildings or structures that may endanger the life, limb, health, property, safety or welfare of the occupants of such buildings or the general public, and this Chapter shall apply to all dangerous buildings, as herein defined, that now are in existence or that may hereafter exist in the City of Florissant, Missouri.

2643     **Section 510.220 Dangerous Buildings Defined.**

2644     A.   All buildings or structures that are detrimental to the health, safety or welfare of the  
2645         residents of the City and that have any or all of the following defects shall be deemed  
2646         *"dangerous buildings"*:

2647     1.   Those with interior walls or other vertical structural members that list, lean or buckle to  
2648         such an extent that a plumb line passing through the center of gravity falls outside the  
2649         middle third of its base.

2650     2.   Those that, exclusive of the foundation, show thirty-three percent (33%) or more damage or  
2651         deterioration of the supporting member or members or fifty percent (50%) damage or  
2652         deterioration of the non-supporting enclosing or outside walls or covering.

2653     3.   Those that have improperly distributed loads upon the floors or roofs, or in which the same  
2654         are overloaded, or that have insufficient strength to be reasonably safe for the purpose used.

2655     4.   Those that have been damaged by fire, wind or other causes so as to become dangerous to  
2656         life, safety or the general health and welfare of the occupants or the people of the City.

2657     5.   Those that are so dilapidated, decayed, unsafe, unsanitary or that so utterly fail to provide  
2658         the amenities essential to decent living that they are unfit for human habitation, or are likely  
2659         to cause sickness or disease, so as to work injury to the health, safety or welfare of those  
2660         occupying such building.

2661     6.   Those having light, air and sanitation facilities that are inadequate to protect the health,  
2662         safety or general welfare of human beings who live or may live therein.

2663     7.   Those having inadequate facilities for egress in case of fire or panic or those having  
2664         insufficient stairways, elevators, fire escapes or other adequate means of evacuation.

2665     8.   Those that have parts thereof that are so attached that they may fall and injure members of  
2666         the public or property.

2667     9.   Those that because of their condition are unsafe, unsanitary or dangerous to the health,  
2668         safety or general welfare of the people of this City.

2669     **Section 510.230 Dangerous Buildings Declared Nuisance.**

2670     All dangerous buildings or structures, as defined by Section **510.220** of this Chapter, are hereby  
2671     declared to be public nuisances and shall be repaired, vacated or demolished as provided herein.

2672    **Section 510.240 Standards For Repair, Vacation or Demolition.**

2673    A.   The following standards shall be followed in substance by the Building Inspector and the  
2674          Building Commissioner in ordering repair, vacation or demolition of any dangerous  
2675          building.

2676    1.   If the dangerous building can reasonably be repaired so that it no longer will exist in  
2677          violation of the terms of this Chapter, it shall be ordered repaired.

2678    2.   If the dangerous building is in such condition as to make it dangerous to the health, safety or  
2679          general welfare of its occupants, it shall be ordered to be vacated and repaired.

2680    3.   In all cases where a building cannot be repaired so that it no longer will exist in violation of  
2681          the terms of this Chapter, it shall be demolished.

2682    4.   In all cases where a dangerous building is a fire hazard existing or erected in violation of the  
2683          terms of this Chapter or any ordinance of this City or Statute of the State of Missouri, it  
2684          shall be repaired or demolished.

2685    **Section 510.250 Building Inspector.**

2686    The Code Enforcement Officer and deputies of the *building official* shall be the Building  
2687    Inspector(s) within the meaning of this Chapter.

2688    **Section 510.260 Duties of Building Inspector — Procedure and Notice.**

2689    A.   The Building Inspector(s) shall have the duty under this Chapter to:

2690    1.   Inspect or cause to be inspected, as often as may be necessary, all residential, institutional,  
2691          assembly, commercial, industrial, garage, special or miscellaneous occupancy buildings for  
2692          the purpose of determining whether any conditions exist that render such place to be a  
2693          dangerous building when he/she has reasonable grounds to believe that any such building is  
2694          dangerous.

2695    2.   Inspect any building, wall or structure about which complaints are filed by any person to the  
2696          effect that a building, wall or structure is or may be existing in violation of this Chapter, and  
2697          the Building Inspector determines that there are reasonable grounds to believe that such  
2698          building is dangerous.

2699    3.   Inspect any building, wall or structure reported by the Fire or Police Departments of this  
2700          City as probably existing in violation of this Chapter.

2701    4.   Notify the owner, occupant, lessee, mortgagee, agent and all other persons having an  
2702          interest in the building or structure, as shown by the land records of the Recorder of Deeds  
2703          of St. Louis County, of any building or structure found by him/her to be a dangerous  
2704          building or structure within the standards set forth in Section **510.220**. Such notice shall be

2705 in writing and shall be given either by personal service or by certified mail, return receipt  
2706 requested, or if service cannot be had by either of these modes of service, then service may  
2707 be had by publication in a newspaper qualified to publish legal notices for two (2)  
2708 consecutive weeks.

2709 The notice required shall state that:

2710 a. The owner must vacate, vacate and repair, or vacate and demolish said building and clean  
2711 up the lot or property on which the building is located in accordance with the terms of the  
2712 notice and this Chapter.

2713 b. The occupant or lessee must vacate said building or have it repaired in accordance with the  
2714 notice and remain in possession.

2715 c. The mortgagee, agent or other persons having an interest in said building as shown by the  
2716 land records of the Recorder of Deeds of St. Louis County may, at his/her own risk, repair,  
2717 vacate or demolish the building and clean up the property or have such work done;  
2718 provided, that any person notified under this Subsection to repair, vacate or demolish any  
2719 building or clean up the property shall be given such reasonable time not exceeding thirty  
2720 (30) days to commence the required work.

2721 5. The notice provided for in this Section shall state a description of the building or structure  
2722 deemed dangerous, a statement of the particulars that make the building or structure a  
2723 dangerous building, a statement indicating that as a dangerous building said building or  
2724 structure constitutes a nuisance, and an order requiring the designated work to be  
2725 commenced within the time provided for in the above Subsection.

2726 6. Report in writing to the City Building Commissioner the non-compliance with any notice to  
2727 vacate, repair, demolish, clean up the property or upon the failure to proceed continuously  
2728 with the work without unnecessary delay.

2729 7. Appear at all hearings conducted by the Building Commissioner and testify as to the  
2730 condition of dangerous buildings.

2731 8. Immediately report to the Building Commissioner concerning any building found by  
2732 him/her to be inherently dangerous and that he/she determined to be a nuisance per se. The  
2733 Building Commissioner may direct that such building be marked or posted with a written  
2734 notice reading substantially as follows: "This building has been found to be a dangerous  
2735 building by the Building Inspector. This notice is to remain on this building and/or property  
2736 until it is repaired, vacated or demolished and the property is cleaned up in accordance with  
2737 the notice that has been given the owner, occupant, lessee, mortgagee or agent of this  
2738 building and all other persons having an interest in said building as shown by the land  
2739 records of the Recorder of Deeds of St. Louis County. It is unlawful to remove this notice  
2740 until such notice is complied with." Provided however, that the order by the Building  
2741 Commissioner and the posting of said notice shall not be construed to deprive all persons  
2742 entitled thereto by this Chapter to the notice and hearing prescribed herein.



2743 **Section 510.270 Duties of The Building Commissioner.** [Ord. No. 7350 §1, 10-26-2006]

2744 A. The Building Commissioner shall have the powers and duties pursuant to this Chapter to:

- 2745 1. Supervise all inspections required by this Chapter and cause the Building Inspector to make  
2746 inspections and perform all the duties required of him/her by this Chapter. Upon receiving a  
2747 complaint or report from any source that a dangerous building exists in the City, the  
2748 Building Commissioner shall cause an inspection to be made forthwith. If the Building  
2749 Commissioner deems it necessary to the performance of his/her duties and responsibilities  
2750 imposed herein, the Building Commissioner may request an inspection and report be made  
2751 by any other City department or retain services of an expert whenever the Building  
2752 Commissioner deems such service necessary.
- 2753 2. Upon receipt of a report from the Building Inspector indicating failure by the owner, lessee,  
2754 occupant, mortgagee, agent or other persons(s) having an interest in said building to  
2755 commence work of reconditioning or demolition within the time specified by this Chapter  
2756 or upon failure to proceed continuously with work without unnecessary delay, hold a  
2757 hearing giving the affected parties full and adequate hearing on the matter.
- 2758 3. Give written notice of said hearing, either by personal service or by certified mail, return  
2759 receipt requested, or if service cannot be had by either of those modes of service, then by  
2760 publication in a newspaper qualified to publish legal notices, at least ten (10) days in  
2761 advance of the hearing date, to the owner, occupant, mortgagee, lessee, agent and all other  
2762 persons having an interest in said building as shown by the land records of the Recorder of  
2763 Deeds of St. Louis County who may appear before the Director of Public Works on the date  
2764 specified in the notice to show cause why the building or structure reported to be a  
2765 dangerous building should not be repaired, vacated or demolished in accordance with the  
2766 statement of particulars set forth in the Building Inspector's notice as provided herein. Any  
2767 party may be represented by counsel and all parties shall have an opportunity to be heard.
- 2768 4. The Director of Public Works will make written findings of fact from the evidence offered  
2769 at said hearing as to whether or not the building in question is a dangerous building within  
2770 the terms of Section **510.220** of this Chapter.
- 2771 5. If the evidence supports a finding based upon competent and substantial evidence that the  
2772 building or structure is a dangerous building and a nuisance and detrimental to the health,  
2773 safety or welfare of the residents of the City, the Director of Public Works shall issue an  
2774 order based upon its findings of fact commanding the owner, occupant, mortgagee, lessee,  
2775 agent or other persons(s) having an interest in said building as shown by the land records of  
2776 the Recorder of Deeds of St. Louis County to repair, vacate or demolish any building found  
2777 to be a dangerous building and to clean up the property, provided that any person so notified  
2778 shall have the privilege of either repairing or vacating and repairing said building, if such  
2779 repair will comply with the ordinances of this City, or may vacate and demolish said  
2780 dangerous building at his/her own risk to prevent the acquiring by the City of the lien  
2781 against the land where the dangerous building stands. If the evidence does not support a

finding that a building or structure is a dangerous building or a nuisance or detrimental to the health, safety or welfare of the residents of the City, no order shall be issued.

6. If the owner, occupant, mortgagee or lessee fails to comply with the order within thirty (30) days, the Director of Public Works shall cause such building or structure to be repaired, vacated or demolished and the property cleaned up as the facts may warrant. If the Director of Public Works or other designated officer or officers issues an order whereby the building or structure is demolished, secured or repaired, or the property is cleaned up, the cost of performance shall be certified to the City Clerk or officer in charge of finance who shall cause a special tax bill or assessment therefor against the property to be prepared and collected by the City Collector or other official collecting taxes, unless the building or structure is demolished, secured or repaired by a contractor pursuant to an order issued by the City and such contractor files a mechanic's lien against the property where the dangerous building is located. The contractor may enforce this lien as provided in Sections 429.010 to 429.360, RSMo. Except as provided in Section **510.180**, at the request of the taxpayer the tax bill may be paid in installments over a period of not more than ten (10) years. The tax bill from the date of its issuance shall be deemed a personal debt against the property owner and shall also be a lien on the property until paid. Said tax bill or assessment shall bear interest at a rate of eight percent (8%) per annum until paid.

#### **Section 510.280 Insurance Proceeds — How Handled.**

- A. If there are proceeds of any insurance policy based upon a covered claim payment made for damage or loss to a building or other structure caused by or arising out of any fire, explosion or other casualty loss, the following procedure is established for the payment of up to twenty-five percent (25%) of the insurance proceeds as set forth in this Subsection. This Subsection shall apply only to a covered claim payment that is in excess of fifty percent (50%) of the face value of the policy covering a building or other structure:
  1. The insurer shall withhold from the covered claim payment up to twenty-five percent (25%) of the covered claim payment and shall pay such monies to the City to deposit into an interest-bearing account. Any named mortgagee on the insurance policy shall maintain priority over any obligation under this Chapter.
  2. The City shall release the proceeds and any interest that has accrued on such proceeds received under Subdivision (1) of this Subsection to the insured or as the terms of the policy and endorsements thereto provide within thirty (30) days after receipt of such insurance monies, unless the City has instituted legal proceedings under the provisions of Subsection (6) of Section **510.270**. If the City has proceeded under the provisions of Subsection (6) of Section **510.270**, all monies in excess of that necessary to comply with the provisions of Subsection (6) of Section **510.270** for the removal, securing, repair and clean up of the building or structure and the lot on which it is located, less salvage value, shall be paid to the insured.
- B. If there are no proceeds of any insurance policy as set forth in Subsection (A) of this Section, at the request of the taxpayer the tax bill may be paid in installments over a period

2822 of not more than ten (10) years. The tax bill from the date of its issuance shall be a lien on  
2823 the property and a personal debt against the property owner(s) until paid.

2824 C. This Section shall apply to fire, explosion or other casualty loss claims arising on all  
2825 buildings and structures.

2826 D. This Section does not make the City a party to any insurance contract, and the insurer is not  
2827 liable to any party for any amount in excess of the proceeds otherwise payable under its  
2828 insurance policy.

2829 E. The Building Commissioner may certify that in lieu of payment of all or part of the covered  
2830 claim payment under Subsection (A) that it has obtained satisfactory proof that the insured  
2831 has removed or will remove the debris and repair, rebuild or otherwise make the premises  
2832 safe and secure. In this event, the Building Commissioner shall issue a certificate within  
2833 thirty (30) days after receipt of proof to permit covered claim payment to the insured  
2834 without the deduction pursuant to Subsection (A) of this Section. It shall be the obligation  
2835 of the insured or other person making the claim to provide the insurance company with the  
2836 written certificate provided for in this Subsection.

2837 **Section 510.290 Appeal.**

2838 Any owner, occupant, lessee, mortgagee, agent or any other person(s) having an interest in a  
2839 dangerous building as shown by the land records of the Recorder of Deeds of St. Louis County  
2840 may appeal such decision to the Circuit Court of St. Louis County, as provided for in Sections  
2841 536.100 to 536.140, RSMo., if a proper record as defined in Section 536.130, RSMo., is  
2842 maintained of the hearing provided for in Section **510.270** hereof. Otherwise, the appeal shall be  
2843 made pursuant to the procedures provided for in Section 536.150, RSMo.

2844 **Section 510.300 Emergencies.**

2845 In cases where it reasonably appears that there is immediate danger to the health, life, safety or  
2846 welfare of any person unless a dangerous building, as defined herein, is immediately repaired,  
2847 vacated or demolished and the property is cleaned up, the Building Inspector shall report such  
2848 facts to the Building Commissioner and the Building Commissioner may cause the immediate  
2849 repair, vacation or demolition of such dangerous building. The costs of such emergency repair,  
2850 vacation or demolition of such dangerous building shall be collected in the same manner as  
2851 provided in Sections **510.270** and **510.280**.

2852 **Section 510.310 Violations — Disregarding Notices or Orders.**

2853 The owner, occupant or lessee in possession of any dangerous building who shall fail to comply  
2854 with the order to repair, vacate or demolish said building given by the Building Commissioner or  
2855 who shall fail to proceed continuously without unnecessary delay; and any person removing any  
2856 notices provided for in this Chapter; and any person violating any other provisions of this  
2857 Chapter shall be guilty of an ordinance violation and upon conviction thereof shall be fined not

2858 more than one thousand dollars (\$1,000.00). Each day that a person fails to comply with an order  
2859 of the Building Commissioner may be deemed a separate offense

2860         Section 2: This ordinance shall become in force and effect immediately upon its  
2861 passage and approval.

2862  
2863         Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

2864  
2865 \_\_\_\_\_  
2866 Jackie Pagano  
2867 President of the Council  
2868 City of Florissant  
2869

2870  
2871         Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

2872  
2873 \_\_\_\_\_  
2874 Thomas P. Schneider  
2875 Mayor, City of Florissant  
2876

2877 ATTEST:

2878  
2879 \_\_\_\_\_  
2880 Karen Goodwin, MMC/MRCC  
2881 City Clerk

2882

1 INTRODUCED BY COUNCILWOMAN PAGANO  
2 OCTOBER 23, 2017

3  
4 BILL NO. 9320

ORDINANCE NO.

5  
6  
7 **ORDINANCE AUTHORIZING AN APPROPRIATION OF \$225,000**  
8 **FROM THE SEWER LATERAL FUND TO ACCOUNT NO. 0850**  
9 **“PROFESSIONAL SERVICES” TO ALLOW FOR REIMBURSEMENT**  
10 **TO THE METROPOLITAN SEWER DISTRICT (MSD) FOR THE**  
11 **INSTALLATION OF BACKFLOW PREVENTION VALVES.**

12  
13 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
14 COUNTY, MISSOURI, AS FOLLOWS:

15  
16 Section 1: An appropriation in the sum of \$225,000 from the Sewer Lateral Fund  
17 to account no. 0850 “Professional Services” to allow for reimbursement to MSD for the  
18 installation of backflow prevention valves is hereby authorized.

19  
20 Section 2: This ordinance shall become in force and effect immediately upon its passage  
21 and approval.

22 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

23  
24 \_\_\_\_\_  
25 Jackie Pagano  
26 President of the Council  
27 City of Florissant

28  
29 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

30  
31 \_\_\_\_\_  
32 Thomas P. Schneider  
33 Mayor, City of Florissant

34 ATTEST:

35  
36 \_\_\_\_\_  
37 Karen Goodwin, MMC/MRCC, City Clerk

City of Florissant  
Public Works Department  
Interoffice Memo

Memo To: City Council

Date: October 17, 2017

Thru: Mayor Thomas P. Schneider

Copy: Randy McDaniel  
Tom Goldkamp

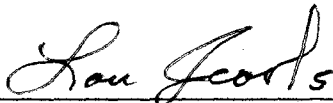
Subject: Appropriation for Residential House Lateral Backflow Prevention Valves

In reference to the heavy rain events and residential flooding earlier this year, the City of Florissant (City) and the St. Louis Metropolitan Sewer District (MSD) have reached an agreement that will hopefully prevent if not greatly reduce flooding concerns in the short term ... in residential homes at several locations in the City ... until more permanent long term solutions are implemented by MSD.

The City's part of this agreement is to fund the cost of installing backflow prevention valves in the residential house sanitary sewer lines where needed. MSD has estimated that about 75 valves will need to be installed at an estimated cost of \$3000 per installation ... totaling \$225,000.

**Therefore, I respectfully request that the City Council appropriate \$225,000 from the Sewer Lateral Revenue Fund to the Sewer Lateral Expenditure Acct. 0850 – Professional Services so the City can reimburse MSD for the installation of these backflow prevention valves.**

Thank you in advance,



Louis B. Jearls, Jr., P.E.  
Director of Public Works

1 INTRODUCED BY COUNCILMAN JONES  
2 OCTOBER 23, 2017

3  
4 BILL NO. 9321

ORDINANCE NO.

5  
6 **ORDINANCE AMENDING SCHEDULE XIII, TABLE XIII A "PARKING**  
7 **PROHIBITED AT ALL TIMES ON CERTAIN STREETS" BY ADDING**  
8 **PORTIONS OF FLORISOTA.**  
9

10 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
11 COUNTY, MISSOURI, AS FOLLOWS:  
12

13 Section 1: Title III of the Florissant City Code, Schedule XIII A "Parking  
14 prohibited at all times on certain streets" is hereby amended by adding the  
15 following:  
16

17 ***Florisota** at Lindsay Lane; 30 feet from Intersection on both sides of street*  
18

19 Section 2: Title III of the Florissant City Code, Schedule XIII A "Parking  
20 prohibited at all times on certain streets" is hereby amended by adding the  
21 following:  
22

23 *Florisota; between 140 and 180, both sides of the street.*  
24  
25

26 Section 3: This ordinance shall become in force and effect immediately upon its  
27 passage and approval.  
28

29 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
30

31 \_\_\_\_\_  
32 Jackie Pagano  
33 President of the Council  
34 City of Florissant  
35

36  
37 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
38

39 \_\_\_\_\_  
40 Thomas P. Schneider  
41 Mayor, City of Florissant  
42

43 ATTEST:  
44

45 \_\_\_\_\_  
46 Karen Goodwin, MMC/MRCC  
47 City Clerk

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

10/17/2017

Mayor's Approval:

Agenda Date Requested: 10/23/17

Description of request: An ordinance to place No Parking Here to Corner signs 30 feet from the intersection, on both sides of the street, on Florisota at Lindsay Lane.

Department: Street

Recommending Board or Commission: Traffic Commission

Type of request:

Ordinances	X	Other	
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N
Public Hearing needed: Yes / No	No	3 readings? : Yes / No	Yes

*Schedule XIII  
Table XIII A  
Parking Prohibited  
at all times on  
Certain streets*

Back up materials attached:		Back up materials needed:	
Minutes	X	Minutes	
Maps		Maps	
Memo		Memo	
Draft Ord.		Draft Ord.	

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_



**CITY OF FLORISSANT**


**MEMO**

TO: Councilman Tim Jones

DATE: October 17, 2017

THRU: Mayor Thomas P. Schneider

THRU: Lou Jearls  
Dir. of Public Works

FROM: Gary Meyer  
Street Supt. 

SUBJECT: Request No Parking on Florisota at Lindsay Lane

The Traffic Commission has reviewed the request to place no parking signs on Florisota at Lindsay Lane at the October 10, 2017 meeting. The Traffic Commission recommended placing no parking here to corner signs 30 feet from the intersection, on both sides of the street, on Florisota at Lindsay Lane (see attached Minutes, Item 14/17).

courteous and considerate. Now days, people aren't like that. So now you have to put up a sign to put the burden on the poor police department, and they have enough to do as it is. He said when you put the no parking signs up, at least it's a starting point. When the police come over there and if they write enough tickets instead of giving them a warning right off the bat, maybe they will get the hint and not park there. He said he supports the police 110 percent. Mrs. Gunter said they really hate to call the police because they realize they have more than enough to do, and this seems minor and they hate to complain, but when they can't get out of their driveway, that bothers them. Mr. Gunter said there have been a couple of incidents before where the people actually park with their rear-end and their front-end blocking part of his driveway. He said he had to call the police to have them move so he could get out.

Motion was made by Kenny Green to recommend placing no parking signs on both sides of the street between 140 Florisota and 180 Florisota. Motion was seconded by Don Adams. On the roll call the commission voted: Donna Smith-Pupillo – yes, Don Adams – yes, Kenny Green – yes, Allen Bluiett – yes, and Kim Redden – yes. Motion carried. Item 13/17 was dropped from the Agenda.

**UNDER NEW BUSINESS:**

**14/17            REQUEST NO PARKING ON FLORISOTA AT LINDSAY LANE**  
**Approved**  
**Ward 2**

Request was made to restrict parking during certain times on Florisota at Lindsay Lane. Kenny Green said this resident wants a sign placed at the beginning of Florisota at Florisota and Lindsay. The resident said it is hard to pull in while people are parked there waiting for their

children from McCurdy to get out of school. There are no sidewalks for the children and she is worried about children being run over. She wants a sign saying no parking during certain times. Kenny Green asked if there was a distance you can't park at a stop sign. The answer was yes and there was some discussion as to how far you are restricted. Kim Redden said she did notice that a lot of other streets in the area have no parking - period. Officer Busby said the big one is Holiday Hill. It is kind of specific to the high school. It says for residents only except for certain times. Kim Redden said she doesn't have an issue with doing it during certain times. Kenny Green said he doesn't see where having a no parking sign 30 feet away from the intersection isn't going to hurt whatsoever. It was stated that we get this a lot around the schools. People don't want parents parking in front of their house to pick up their kids from school. Don Adams said he was faced with this issue when he picked up his grandkids from Lusher School. He said he parked on Mallard. He said when he first started picking up the children from there, there were no problems. But by the time the oldest one was getting out of fifth grade, these people would park right on the corner on both sides of the street. He said they would park all the way up to the post on the stop sign. He said he does understand the problem. He said these kids need access to be able to see if they are walking home or somewhere where they can be picked up. He said he can guarantee you that if one of these people that was parked there waiting for their kids, and it was their kid that got hit by a car, they would be the first one screaming and hollering and wanting to sue everybody. Yet they aren't being considerate enough to stay parked back far enough. Kenny Green said he understands that most of the other streets already have no parking signs there. Kim Redden said that there is only one other street over there that doesn't have a no parking sign. Officer Busby said most

of the parents pick up the kids at the school. There's a select few that do not. They don't want to wait in long lines at the school. He suggested having the school send letters home to the parents telling them not to park too close to the stop signs. It was stated that some people don't want parents parking in front of their house to wait for the kids, but they will go and park in front of someone else's house waiting for their kids. Kenny Green said they had that issue not too long ago over at Walker School. He said he thought we granted them the no parking signs, but was told no we did not. Gary Meyer said that at places like over on Holiday Hill we need the signs for long distances because you are so close to the high school. He said in this particular instance, it sounds like maybe we just need no parking from here to corner. He said he doesn't know if we really need the sign to say during school days. He said if people are parking too close to the stop sign, they're not supposed to anyway. Don Adams suggested we put the signs on both sides of the street. Gary Meyer said the signs would say no parking here to corner.

Motion was made by Kim Redden to make a recommendation to place no parking from here to corner signs 30 feet from the intersection on both sides of the street on Florisota at Lindsay Lane. Motion was seconded by Kenny Green. On the roll call the commission voted: Donna Smith-Pupillo – yes, Don Adams – yes, Kenny Green – yes, Allen Bluiett – yes, and Kim Redden – yes. Motion carried. Item 14/17 was dropped from the Agenda.

**MISCELLANEOUS:**

There were no miscellaneous items addressed.

Next Traffic Commission meeting is scheduled for November 14, 2017.

**MaryAnn Fitzpatrick**

*Item 14/17*

**From:** Cheryl Entwistle  
**Sent:** Monday, September 18, 2017 1:58 PM  
**To:** MaryAnn Fitzpatrick  
**Subject:** FW: Traffic Commission.

WARD TWO.

-----Original Message-----

**From:** Karen Goodwin  
**Sent:** Monday, September 18, 2017 9:18 AM  
**To:** Cheryl Entwistle  
**Subject:** FW: Traffic Commission. WARD TWO.

-----Original Message-----

**From:** Ward 2 Tim Jones  
**Sent:** Saturday, September 16, 2017 1:08 PM  
**To:** Karen Goodwin  
**Subject:** Traffic Commission. WARD TWO.

THis resident wants a sign placed at the beginning of florisota at Florisota & Lindsay, She said it's hard to pull in while people are parked there waiting for there children from MCcurdy to get out of school, And there are no sidewalks for the children, And that one will get run over sooner or later, She is wanting a sign saying no parking for certain times. She is also wanting to be contacted for the hearing on this..Susan 314-831-0284...

Thanks Tim Jones

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

10/17/2017

Mayor's Approval:

Agenda Date Requested: 10/23/17

Description of request: An ordinance to restrict parking on both sides of the street, between 140 and 180 Florisota.

Department: Street

Recommending Board or Commission: Traffic Commission

Type of request:

Ordinances	X	Other	
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N
Public Hearing needed: Yes / No	No	3 readings? : Yes / No	Yes

*Schedule XIII  
Table XIII  
PARKING Prohibited  
At certain locations  
at all times*

Back up materials attached:		Back up materials needed:	
Minutes	X	Minutes	
Maps		Maps	
Memo		Memo	
Draft Ord.		Draft Ord.	

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_

**CITY OF FLORISSANT**


**MEMO**

TO: Councilman Tim Jones

DATE: October 17, 2017

THRU: Mayor Thomas P. Schneider

THRU: Lou Jearls  
Dir. of Public Works

FROM: Gary Meyer   
Street Supt.

SUBJECT: Request Suggestions Regarding Parking Issues at  
160 Florisota

The Traffic Commission has reviewed the request for suggestions regarding parking issues at 160 Florisota at the September 12, 2017 and October 10, 2017 meetings. The Traffic Commission recommended placing no parking signs on both sides of the street between 140 and 180 Florisota (see attached Minutes, Item 13/17).

**13/17          REQUEST SUGGESTIONS REGARDING PARKING ISSUES AT  
160 FLORISOTA  
Approved  
Ward 2**

Request was made for suggestions regarding parking issues at 160 Florisota. This item was postponed from the September 12, 2017 meeting to allow the Traffic Commission to gather more information. Mr. Gunter, 160 Florisota, said they have had a problem all along, but it has gotten worse lately with people parking on that turn. He said there are no sidewalks there on either side of the street. He said there is an issue with people when they walk down the street, walking their dogs or their kids in strollers. He said all that traffic comes up to that blind turn and it is funneled right down to the center line. He said he has seen people almost get hit there before. He said personally, they can't see to back out of their driveway because he has people parking on both sides of his driveway. He said he and his wife have almost been hit while trying to back out. He said he has pictures here of where they park. All members of the Traffic Commission reviewed several pictures that Mr. Gunter presented. He said he has issues when he puts his trash can out. He said sometimes they will park in front of his trash can. He said he's actually had the trash company by-pass him and he's had to call them and tell them the driver missed his can and didn't pick up the trash. He said sometimes, the way they park, the driver can't use the hydraulic arm on the trash truck because of the cars parked there in front of his trash can. He said the driver has to get out of the truck and wheel his can out into the street in order to pick up his trash. Mrs. Gunter said the thing is, that street is a cut-through between Lindsay and Charbonier. She said they come down that street to get to Charbonier and the same going to Lindsay. She said as far as the speed limit, forget it. It's nothing for them to do



is in the back yard. She said if she tries to back into the driveway she's afraid she will take out the corner of their house. She said she would probably have to drive in her neighbor's yard to get around it because their driveway has a little curve. Allen Bluiett said she shouldn't have to do that. Mrs. Gunter said they haven't had any problems in the last 16 years until about the last five. She said that's when it got bad. Kenny Green said one of the questions we had last month was how wide is that street. Gary Meyer said it is a normal 26 feet wide. He said it's just that the curve makes it tight. He said it's not a narrow street, it's just the curve makes it seem narrower. Kenny Green said with the cars parking there, it makes it difficult for the fire trucks to get through. Allen Bluiett asked if there was a precedent there for no parking on that particular street. Don Adams read the ordinance on that. It stated that the city traffic engineer, when authorized by the city council, is authorized to erect signs indicating no parking on any street when the width of the roadway does not exceed 20 feet or upon one side of the street as indicated by signs when the width of the roadway does not exceed 30 feet. He said that is under Section 335.0, Parking Prohibited on Narrow Streets. Kenny Green said so we can put signs up on one side of the street but not two. Don Adams said if it was less than 20 feet, we could put signs on both sides of the street, but because it's under the 30 feet, you can put signs on just one side of the street. Mrs. Gunter said then the problem would be, she couldn't get out of her driveway because they would be parked behind her driveway. That would be defeating the whole purpose. Mr. Gunter said the latest incident was yesterday. He said someone was parked in his front yard, so he went over to ask them to move, and no one would answer the door. He said this has happened three or four times and he's had to call the Florissant Police Department. He said the officer came out and attempted to make contact with the people. He

on the street. Gary Meyer stated that we have to decide how far on the curve do we want to restrict parking between signs. He said we have put up no parking on both sides when it is really an issue with emergency vehicles or snow plows getting through. He said the street is 26 feet wide, but we have done it in other areas where there are curves and it makes it too hard for fire trucks and things to get through. He said it is up to this committee if we think it's bad enough to do that. We would then have to have the council approve it. Allen Bluiett said it seems that all these group homes are on curves. He said that on his street the group home is right there on the curve. Mr. Gunter said they've had an issue at that same house, 150, even before that group home moved in there. He said that is a rental house. The people who were in there before the group home, were a problem. He said they had actually met the girl's parents when she first moved in. They said it was just her, a single parent with a child. He said that was fine. But then it graduated to where there were six, seven and eight different cars every night. Gary Meyer asked Mr. Gunter if he knew what addresses are from where to where that they want the no parking signs. He said that's what the committee needs to send to the council. He said if we make a motion to place no parking on both sides, from where to where are the signs going to be placed. He said if you put no parking on one side of the street, that is not going to help the problem. Kenny Green said that if we do that, we are probably going to have to go from 180 to 140. Mrs. Gunter agreed. She said that would take care of the curve. Mr. Gunter said Councilman Jones came out and asked what the residents thought of the no parking signs. He said no one had a problem with it except the house at 170, which is part of the problem. He said apparently Councilman Jones and this person had a confrontation and they ordered him off of their front porch. He said there was no need for that. Kenny Green said

courteous and considerate. Now days, people aren't like that. So now you have to put up a sign to put the burden on the poor police department, and they have enough to do as it is. He said when you put the no parking signs up, at least it's a starting point. When the police come over there and if they write enough tickets instead of giving them a warning right off the bat, maybe they will get the hint and not park there. He said he supports the police 110 percent. Mrs. Gunter said they really hate to call the police because they realize they have more than enough to do, and this seems minor and they hate to complain, but when they can't get out of their driveway, that bothers them. Mr. Gunter said there have been a couple of incidents before where the people actually park with their rear-end and their front-end blocking part of his driveway. He said he had to call the police to have them move so he could get out.

Motion was made by Kenny Green to recommend placing no parking signs on both sides of the street between 140 Florisota and 180 Florisota. Motion was seconded by Don Adams. On the roll call the commission voted: Donna Smith-Pupillo – yes, Don Adams – yes, Kenny Green – yes, Allen Bluiett – yes, and Kim Redden – yes. Motion carried. Item 13/17 was dropped from the Agenda.

**UNDER NEW BUSINESS:**

**14/17            REQUEST NO PARKING ON FLORISOTA AT LINDSAY LANE**  
**Approved**  
**Ward 2**

Request was made to restrict parking during certain times on Florisota at Lindsay Lane. Kenny Green said this resident wants a sign placed at the beginning of Florisota at Florisota and Lindsay. The resident said it is hard to pull in while people are parked there waiting for their

MaryAnn Fitzpatrick

Item 13/17

**From:** Lou Jearls  
**Sent:** Thursday, August 10, 2017 4:43 PM  
**To:** Gary Meyer; MaryAnn Fitzpatrick  
**Subject:** FW: Traffic Commission 106 Florisota. WARD TWO

**CORRECTION ... SEE BELOW.**

-----Original Message-----

**From:** Ward 2 Tim Jones  
**Sent:** Thursday, August 10, 2017 3:08 PM  
**To:** Lou Jearls  
**Cc:** Cheryl Entwistle  
**Subject:** Re: Traffic Commission 106 Florisota. WARD TWO

LOU , I need to correct this address, The group home at 150 Florisota Keeps blocking the drive and parking in the yard, of the House next door at 160 Florisota This is also on a very sharp turn, There has been many tickets written, But it does not seem to help, There is a lot of employees for the group home That come and go, There has been heated arguments and is not getting better, Sorry about the wrong address 106 Florisota has nothing to do with this problem...MY MESS UP SORRY!!!!

THANKS WARD TWO  
TIM JONES

Sent from my iPad

> On Aug 10, 2017, at 12:49 PM, Lou Jearls <ljearls@florissantmo.com> wrote:  
>  
> Fyi ...  
>  
> -----Original Message-----  
> **From:** Gary Schlottach  
> **Sent:** Thursday, August 10, 2017 6:53 AM  
> **To:** Lou Jearls; Gary Meyer  
> **Cc:** Ward 2 Tim Jones  
> **Subject:** Re: Traffic Commission 106 Florisota. WARD TWO  
>  
> No violations observed  
>  
> Officer Gary W. Schlottach DSN 282  
> Florissant Police Department  
> Special Operations Division  
> Deputy Director of Emergency Management Region C Incident Support Team  
> 1700 North Highway 67

> Florissant, MO 63033

> 314-831-7000 (Main)

> 314-830-6046 (Fax)

>

> A Tradition of Service.

> A Legacy of Excellence.

>

>

---

> From: Lou Jearls

> Sent: Wednesday, August 9, 2017 5:14 PM

> To: Gary Meyer

> Cc: Ward 2 Tim Jones; Gary Schlottach

> Subject: FW: Traffic Commission 106 Florisota. WARD TWO

>

> Gary: Please place on Traffic Commissions next agenda for review and suggestions ... thanks. Lou

>

> -----Original Message-----

> From: Ward 2 Tim Jones

> Sent: Wednesday, August 09, 2017 5:10 PM

> To: Lou Jearls

> Cc: Cheryl Entwistle

> Subject: Re: Traffic Commission 106 Florisota. WARD TWO

>

> Lou, More tickets were written, But its starting to get heated over there, That is why I suggested traffic commish..

>

> TIm Jones

>

> Sent from my iPad

>

>> On Aug 9, 2017, at 4:15 PM, Lou Jearls <ljearls@florissantmo.com> wrote:

>>

>> Fyi ... see below.

>>

>> -----Original Message-----

>> From: Gary Schlottach

>> Sent: Wednesday, August 09, 2017 7:00 AM

>> To: Lou Jearls

>> Cc: Gary Meyer

>> Subject: Re: Traffic Commission 106 Florisota. WARD TWO

>>

>> NO VIOLATIONS OBSERVED

>>

>> Officer Gary W. Schlottach DSN 282

>> Florissant Police Department

>> Special Operations Division

>> Deputy Director of Emergency Management Region C Incident Support

>> Team

>> 1700 North Highway 67

>> Florissant, MO 63033

>> 314-831-7000 (Main)

>> 314-830-6046 (Fax)

>>

>> A Tradition of Service.

>> A Legacy of Excellence.

>>

>>

>> From: Lou Jearls

>> Sent: Monday, July 31, 2017 6:25 PM

>> To: Gary Schlottach

>> Cc: Gary Meyer

>> Subject: FW: Traffic Commission 106 Florisota. WARD TWO

>>

>> Gary: Please review and advise ... I'm not sure this is a Traffic Commission type issue ... thanks. Lou

>>

>> -----Original Message-----

>> From: Cheryl Entwistle

>> Sent: Monday, July 31, 2017 9:22 AM

>> To: Lou Jearls

>> Subject: FW: Traffic Commission 106 Florisota. WARD TWO

>>

>>

>>

>> -----Original Message-----

>> From: Karen Goodwin

>> Sent: Monday, July 31, 2017 9:21 AM

>> To: Cheryl Entwistle

>> Subject: FW: Traffic Commission 106 Florisota. WARD TWO

>>

>>

>>

>> -----Original Message-----

>> From: Ward 2 Tim Jones

>> Sent: Saturday, July 29, 2017 4:31 PM

>> To: Karen Goodwin

>> Subject: Traffic Commission 106 Florisota. WARD TWO

>>

>> WE tried Gary on this the last time , Can we please send this to traffic comm.

>> Parking problems, Group home next door keeps parking in his yard and blocking his driveway from coming and going, there has been tickets wrote but does no good. I would like to see what the traffic comm says. This guy is a long time home owner he has lived here longer than I've been alive.He is saying

it's a shore every time he wants to leave some one is blocking him in or they are on top of sewer or in his yard, common curtesy is out the window on this one. This on a very bad turn.

>>

>> Thanks TIm Jones

>>

## TRANSFER OF SPECIAL PERMIT

AUTHORIZED BY ORDINANCE NUMBER (S) 8163

FROM Ou Leng LLC DBA Thai Kitchen, Owner: Sasimonthon Ongartsutthikul  
TO Viet-Thai (HRLH)  
FOR Opening New Restaurant - Thai Kitchen  
ADDRESS 8458 N Lindergh Blvd., Florissant, MO 63031  
Ward 3 Zoning B-3 Date Filed 10-30-17 Accepted By [Signature]

### TRANSFER OF SPECIAL USE PERMIT PETITION

TO THE CITY COUNCIL OF THE CITY OF FLORISSANT:

1. Comes now Thai Kitchen, Owner: Sasimonthon Ongartsutthikul and states to the City Council that he (she) (they) has (have) the following legal interest in the property located at 8458 N Lindergh Blvd., Florissant, MO 63031 in the City of Florissant, Missouri. Legal interest: ☒ Lease or ☐ Simple Title  
(Attach signed copy of lease or deed)
2. The petitioner(s) further state that he (she) (they) has (have) not made any arrangement to pay any commission, gratuity, or consideration, directly or indirectly to any official, employee, or appointee of the City of Florissant, with respect to this petition.
3. The applicant will operate the business in the same manner and under the same conditions as set out in the original ordinance granting the special permit or any amendments thereto, except for any proposed change in sign face of an authorized sign.

S PETITIONER SIGNATURE Sasimonthon Ongartsutthikul  
Individual's Name  
FOR: Ou Leng LLC DBA Thai Kitchen  
Company, Corporation, Partnership

10/31/17  
cc to CC, Daniel  
& Mayor  
an




4. I (we) hereby certify that (indicate **one only**):

(X) I (we) have a legal interest in the above described property.

( ) I am (we are) the duly appointed agent (s) of the petitioner, and that all information given is true and a statement of fact.

S

SIGNATURE



ADDRESS

69 Jakes Ct., O Fallon, MO 63366

Telephone No.

314-363-3993

Email address

sasi3993@gmail.com

I (we) the petitioner(s) do hereby appoint Sasimonthon Ongartsutthikul as my (our) duly authorized agent to represent me (us) in regard to this petition.

S



PETITIONER SIGNATURE

Note: Petitioner or his/her authorized agent will be the only person(s) permitted to make the presentation to the City Council.

5. Acknowledgement and consent of owner to Transfer Special Permit Petition.



SIGNATURE OF OWNER

**Information sheet to be attached to all requests for Transfer of Special Permit**

Type of Operation: (Select One)

Individual ☐

Partnership ☐

Corporation ☐

LLC ☒

**INDIVIDUAL:**

Name & address \_\_\_\_\_

Telephone number & email address \_\_\_\_\_

Business name/address/phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**PARTNERSHIP:**

Name & address of partner (s) \_\_\_\_\_

Telephone number(s) and email address (s) \_\_\_\_\_

Business name/ address /phone \_\_\_\_\_

Copy of fictitious name registration, if applicable \_\_\_\_\_

**CORPORATION OR LLC:**

Name & address of all corporate officers \_\_\_\_\_

**Sasimonthon Ongartsutthikul: 69 Jakes Ct., O Fallon, MO 63366**

Telephone numbers & email addresses **314-363-3993 sasi3993@gmail.com**

Business name/address/phone **8458 N Lindergh Blvd., Florissant, MO 63031; 314-716-3356**

Photocopy of Corporation/LLC Articles and Certificate **Attached: LC001558583**

Date of incorporation/LLC **10/5/2017**

Copy of fictitious name registration, if applicable **Thai Kitchen**

Copy of latest Missouri Anti-Trust affidavit (annual registration of corporate officers) **N/A**

# STATE OF MISSOURI



**John R. Ashcroft**  
**Secretary of State**

## CERTIFICATE OF ORGANIZATION

WHEREAS,

***OU LENG LLC***  
***LC001558583***

filed its Articles of Organization with this office on the 5th day of October, 2017, and that filing was found to conform to the Missouri Limited Liability Company Act.

NOW, THEREFORE, I, John R. Ashcroft, Secretary of State of the State of Missouri, do by virtue of the authority vested in me by law, do certify and declare that on the 5th day of October, 2017, the above entity is a Limited Liability Company, organized in this state and entitled to any rights granted to Limited Liability Companies.

IN TESTIMONY WHEREOF, I hereunto set my hand and cause to be affixed the GREAT SEAL of the State of Missouri.  
Done at the City of Jefferson, this 5th day of October, 2017.

  
Secretary of State





# State of Missouri

John R. Ashcroft, Secretary of State  
Corporations Division  
PO Box 778 / 600 W. Main St., Rm. 322  
Jefferson City, MO 65102

LC001558583  
Date Filed: 10/5/2017  
John R. Ashcroft  
Missouri Secretary of State

## Articles of Organization

(Submit with filing fee of \$105.00)

1. The name of the limited liability company is

OU LENG LLC

(Must include "Limited Liability Company," "Limited Company," "LC," "L.C.," "LLC," or "LLC")

2. The purpose(s) for which the limited liability company is organized:

THE TRANSACTION OF ANY LAWFUL BUSINESS FOR WHICH A LIMITED LIABILITY COMPANY MAY BE ORGANIZED UNDER THE MISSOURI LIMITED LIABILITY COMPANY ACT, CHAPTER 347 RSMO

3. The name and address of the limited liability company's registered agent in Missouri is:

Sasimonthon

Ongartsutthikul

69 Jake Ct

O Fallon MO 63366

Name

Street Address: May not use PO Box unless street address also provided

City/State/Zip

4. The management of the limited liability company is vested in: ☒ managers ☐ members (check one)

5. The events, if any, on which the limited liability company is to dissolve or the number of years the limited liability company is to continue, which may be any number or perpetual: Perpetual

(The answer to this question could cause possible tax consequences, you may wish to consult with your attorney or accountant)

6. The name(s) and street address(es) of each organizer (PO box may only be used in addition to a physical street address):

(Organizer(s) are not required to be member(s), manager(s) or owner(s))

Name

Address

City/State/Zip

ONGARTSUTTHIKUL,

SASIMONTHON

ONGARTSUTTHIKUL

69 JAKE CT

O FALLON MO 63366

7. ☐ Series LLC (OPTIONAL) Pursuant to Section 347.186, the limited liability company may establish a designated series in its operating agreement. The names of the series must include the full name of the limited liability company and are the following:

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

New Series:

☐ The limited liability company gives notice that the series has limited liability.

(Each separate series must also file an Attachment Form LLC 1A.)

Name and address to return filed document:

Name: Mobile Accounting

Address: Email: 1040ongo@gmail.com

City, State, and Zip Code: \_\_\_\_\_

LLC-1 (08/2013)

8. The effective date of this document is the date it is filed by the Secretary of State of Missouri unless a future date is otherwise indicated: \_\_\_\_\_

*(Date may not be more than 90 days after the filing date in this office)*

In Affirmation thereof, the facts stated above are true and correct:

(The undersigned understands that false statements made in this filing are subject to the penalties provided under Section 575.040, RSMo)

**All organizers must sign:**

SASIMONTHON ONGARTSUTTHIKUL  
ONGARTSUTTHIKUL

*Organizer Signature*

SASIMONTHON ONGARTSUTTHIKUL  
ONGARTSUTTHIKUL

*Printed Name*

10/05/2017

*Date of Signature*



# State of Missouri

John R. Ashcroft, Secretary of State

Corporations Division

PO Box 778 / 600 W. Main St., Rm. 322

Jefferson City, MO 65102

X001301024

Date Filed: 10/5/2017

Expiration Date: 10/5/2022

John R. Ashcroft

Missouri Secretary of State

## Registration of Fictitious Name

(Submit with filing fee of \$7.00)

(Must be typed or printed)

This information is for the use of the public and gives no protection to the name being registered. There is no provision in this Chapter to keep another person or business entity from adopting and using the same name. The fictitious name registration expires 5 years from the filing date. (Chapter 417, RSMo)

Please check one box:

☒ New Registration ☐ Renewal ☐ Amendment ☐ Correction

Charter number Charter number Charter number

The undersigned is doing business under the following name and at the following address:

Business name to be registered: THAI KITCHEN

Business Address: 8458 N LINDBERGH BLVD

(PO Box may only be used in addition to a physical street address)

City, State and Zip Code: FLORISSANT, MO 63031

### Owner Information:

If a business entity is an owner, indicate business name and percentage owned. If all parties are jointly and severally liable, percentage of ownership need not be listed. Please attach a separate page for more than three owners. The parties having an interest in the business, and the percentage they own are:

Name of Owners, Individual or Business Entity	Charter # Required If Business Entity	Street and Number	City and State	Zip Code	If Listed, Percentage of Ownership Must Equal 100%
OU LENG LLC	LC001558583	69 Jake Ct	O Fallon, MO	63366	100.00

### All owners must affirm by signing below

In Affirmation thereof, the facts stated above are true and correct:

(The undersigned understands that false statements made in this filing are subject to the penalties of a false declaration under Section 575.060 RSMo)

OU LENG LLC - SASIMONTHON

ONGARTSUTTHIKUL

Owner's Signature or Authorized Signature of Business Entity

OU LENG LLC - SASIMONTHON

ONGARTSUTTHIKUL

Printed Name

10/05/2017

Date

Name and address to return filed document:

Name: Mobile Accounting

Address: Email: 1040ongo@gmail.com

City, State, and Zip Code:





**Florissant,  
Missouri**

Honorable  
Robert G. Lowery, Sr.  
MAYOR

CITY HALL  
955 Rue St. Francois  
Florissant, MO 63031  
314 / 921-5700  
Fax: 314 / 921-7111  
TDD: 314 / 839-5142

POLICE DEPARTMENT  
1700 North Highway 67  
Florissant MO 63033  
314 / 831-7000  
Fax: 314 / 830-6045

PARKS DEPARTMENT  
#1 James J. Eagan Dr.  
Florissant, MO 63033  
314 / 921-4466  
Fax: 314 / 839-7672

MUNICIPAL COURT  
1055 Rue St. Francois  
Florissant, MO 63031  
314 / 921-3322  
Fax: 314 / 839-7663

[www.florissantmo.com](http://www.florissantmo.com)

THE UNDERSIGNED HEREBY ACKNOWLEDGES RECEIPT OF A COPY  
OF ORDINANCE NO. 8163 WHICH AUTHORIZED  
A SPECIAL PERMIT:

TO: Viet-Thai (HRLH, Inc)

FOR: the operation of a sit-down, carry-out  
Restaurant

AND AGREE TO THE TERMS AND CONDITIONS LISTED IN SAID  
ORDINANCE AND TO ANY ADDITIONAL TERMS AND CONDITIONS  
THAT THE COUNCIL SHALL DEEM APPROPRIATE.

**Sasimonthon Ongartsutthikul**

PRINT - NAME OF APPLICANT

SIGNATURE OF APPLICANT

1 INTRODUCED BY COUNCILMAN EAGAN  
2 AUGUST 24, 2015  
3  
4

5 BILL NO. 9120

ORDINANCE NO.

8163

6  
7  
8 **ORDINANCE AUTHORIZING A SPECIAL USE PERMIT TO HRLH,**  
9 **INC. D/B/A VIET-THAI TO ALLOW FOR THE OPERATION OF A SIT-**  
10 **DOWN, CARRY-OUT RESTAURANT IN A B-3 ZONING DISTRICT**  
11 **LOCATED AT 8458 N. LINDBERGH.**  
12  
13

14 WHEREAS, the Florissant Zoning Ordinance authorizes the City Council of the City of  
15 Florissant, by Special Use Permit, after public hearing thereon, to permit the operation of a  
16 restaurant; and

17 WHEREAS, an application has been filed by the HRLH Inc. d/b/a Viet-Thai to allow for  
18 the operation of a restaurant located at 8458 N. Lindbergh; and

19 WHEREAS, the Planning and Zoning Commission of the City of Florissant, at their  
20 meeting of August 3, 2015 has recommended that the said Special Use Permit be granted with  
21 certain conditions; and

22 WHEREAS, due notice of public hearing no. 15-08-017 on said application to be held on  
23 the August 24<sup>th</sup>, 2015 at 7:30 P.M. by the Council of the City of Florissant was duly published,  
24 held and concluded; and

25 WHEREAS, the Council, following said public hearing, and after due and careful  
26 consideration, has concluded that the granting of the Special Use Permit as hereinafter provided  
27 would be in the best interest of the City of Florissant.  
28

29 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
30 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
31

32 Section 1: A Special Use Permit is hereby granted to HRLH, Inc. d/b/a Viet-Thai  
33 for a sit-down, carry-out restaurant located at 8458 N. Lindbergh in a B-3 Zoning District as  
34 depicted by the preliminary plans presented in the application, which indicate plans for a  
35 restaurant, subject to the regulations of the B-3 Extensive Business District and the following  
36 additional requirements:



**PROJECT COMPLETION.**

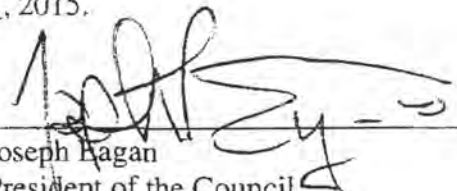
Construction shall start within 30 days of the issuance of building permits and the structure shall be completed in accordance with the plans within 180 days of start of construction.

Section 2: Said Permit herein authorized shall remain in full force and effect and subject to all of the ordinances of the City of Florissant.

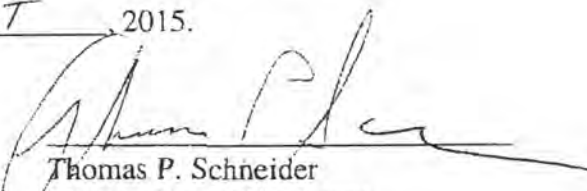
Section 3: When the named permittee discontinues the operation of said business, the Special Use Permit herein granted shall no longer be in force and effect.

Section 4: This ordinance shall become in force and effect immediately upon its passage and approval.

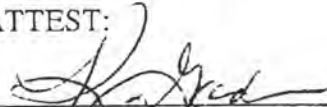
Adopted this 14 day of Sept, 2015.

  
Joseph Hagan  
President of the Council  
City of Florissant

Approved this 15 day of SEPT, 2015.

  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

  
Karen Goodwin, MMC/MRCC  
City Clerk

Front Door

8163

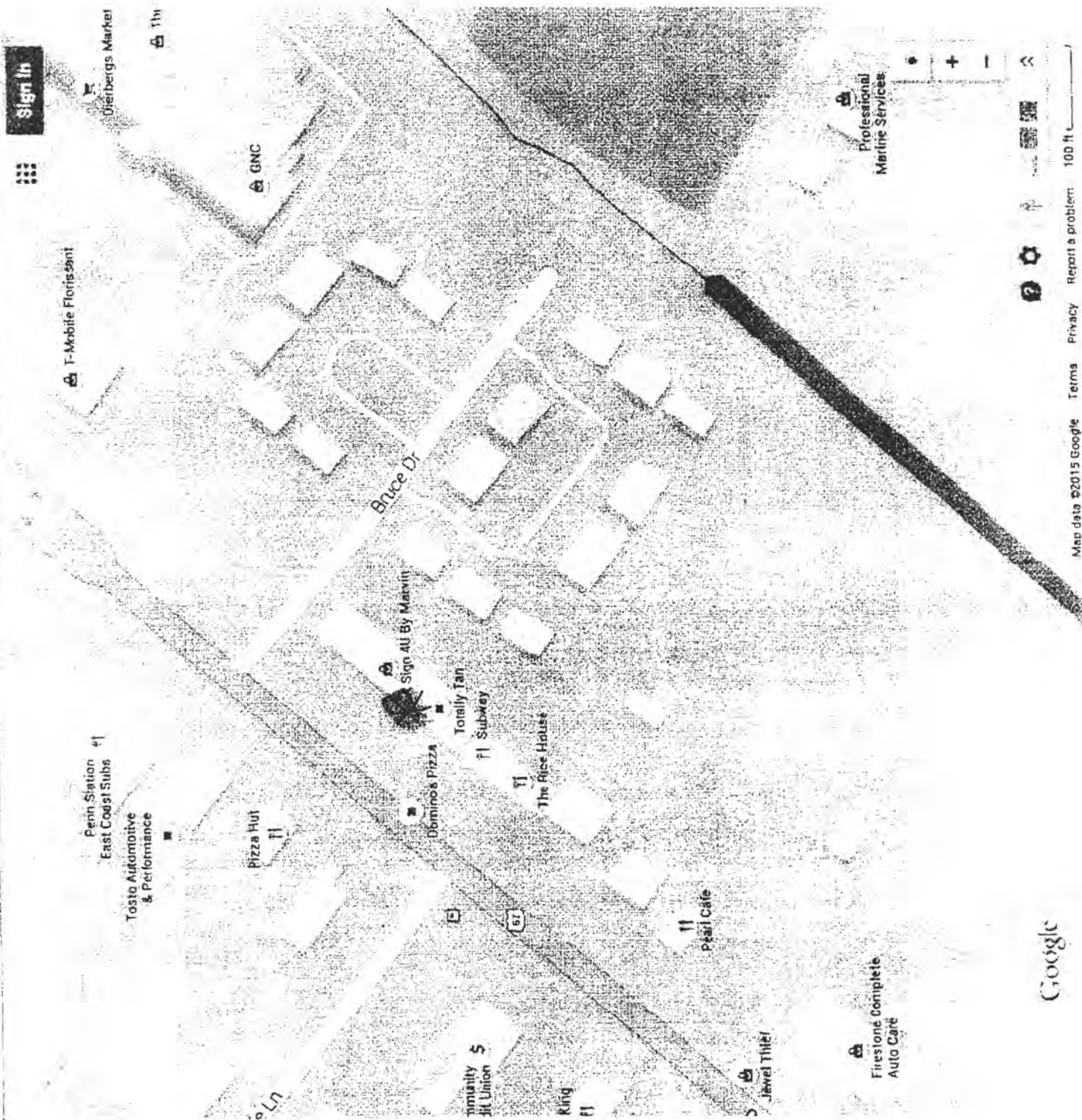
Seating area

Restroom

counter

kitchen & storage

S:\Engineering\AutoMate2011\Proj\THALINBR\FSE-1.dwg, 7/15/2015 4:26:18 PM, dhanison





**CITY OF FLORISSANT – Health Department**  
**Application for keeping domestic animals, fowl or bees**

Applicant Name: Alison Brockhan-Rui Address: 807 Loelces Drive

Home Phone: 314-972-9938 Cell Phone: n/a

Designate number & type of animal(s) to be kept: 2 hens

Designate where animal(s), fowl or bees will be kept: backyard in dog run to  
keep secure from our dogs

Facilities/shelter to be provided: 4'x8' wood and hardware cloth enclosure  
with 4'x4' sleeping area attached. To be confined inside  
chain link 14'8" x 14'7" dog run when necessary for  
grass cutting, etc.

Size of applicant's property: 7701 sq. ft. lot (minus 1016 sq. ft. bldg.)

Are the animals being requested on the application going to be bred or used for a home business in any way?  
no

What other animals are being kept on the premises? 2 dogs, Oreo and Jet, both  
registered with City of Florissant

Has the applicant spoken with adjoining property owners concerning this application? ☒ YES ☐ NO

**The following documentation is required and has been attached to this application:**

☒ Plot plan/drawings showing property and location of animal housing, pen or cage ...

☐ Veterinarian statement of Health risks and vaccination requirements ...

**I HAVE READ, UNDERSTAND AND DO HEREBY AGREE TO ABIDE BY THE ORDINANCES  
PRINTED ON THE REVERSE SIDE OF THIS FORM PERTAINING TO THIS PERMIT  
APPLICATION; FURTHER I ATTEST THAT ALL INFORMATION PROVIDED HERE IS TRUE.**

Applicant Signature: Alison Brockhan-Rui Date: 8-1-15 // 10-27-17 ALB

**Health Department Action & Recommendation:**

Health Superintendent: Douglas R. Kretz Date: 10/30/17

Director of Public Works: Rae Jean Date: 10/30/17



# CITY OF FLORISSANT HEALTH DEPARTMENT

## Animal Permit Application – Neighbor Approval Form

Florissant City Code 205.360 requires any property owner proposing to keep domestic animals, fowl or bees other than the usual children's pets to obtain a permit. As part of this process, applicants must advise immediate neighbors of their intentions and receive approval from any adjoining property owners. If neighbor is a renter then approval must be obtained from both the renter AND property owner.

APPLICANT NAME: Alison Brockman-Ruiz

SITE ADDRESS: 807 Loekes Drive

TYPE OF ANIMAL BEING APPLIED FOR: hens

\*\*\*\*\*

I/we, being the abutting property owner(s), have no objections to the above named property owner keeping the animal(s) described above in accordance with Florissant City Code.

Abutting Property Owner Name & Signature	Address	Phone	Date
Elizabeth Glynn + [Signature]	813 Loekes Dr Florissant, MO 63031	(314) 914-1393	7/8/15
Daniel J. Zeebel	801 LOEKES DR. FLORISSANT	314 914 1393	7/7/15
Pat Vincent	806 Loekes Dr (Across Street) Florissant, MO 63031	(314) 972-1516	7/7/15

Anyone with questions or concerns may call the Florissant Health Department at 314-839-7655 Monday - Friday



4,





# St. Louis County Parcel Map

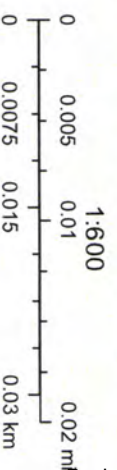


October 27, 2017

Measurement Line

Measurement Point

Sales (Last 2 Years)



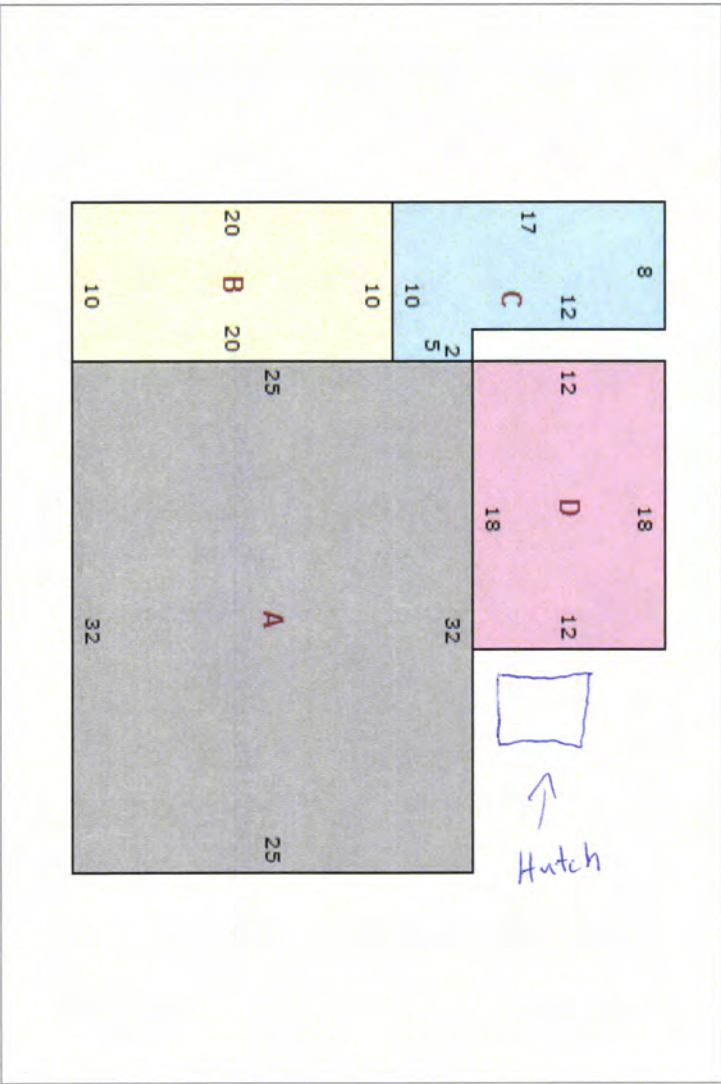




**Real Estate Information**  
**Property Sketch**

807 LOEKES DR, FLORISSANT, MO 63031

**Property Sketch Image:** 07K220313 - 2017 - Card 1

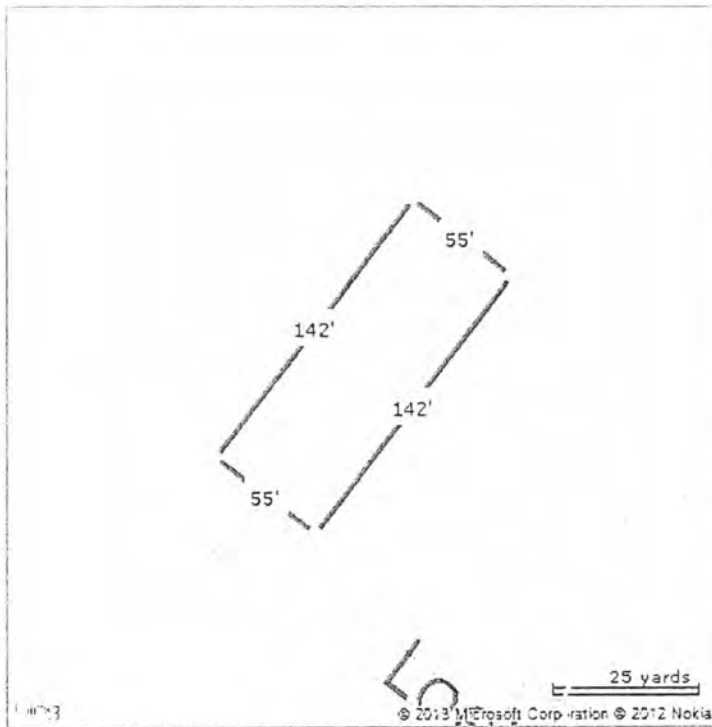


**Property Sketch Information:** 07K220313 - 2017 - Card 1

Key	Area	Description	Floor
A	800 ft <sup>2</sup>	Main Dwelling - ALUMINUM / VINYL Stories - 1	



## Property Map



\*Lot Dimensions are Estimated



Courtesy of Patricia Ryan, Mid America Regional Info Systems

The data within this report is compiled by CoreLogic from public and private sources. If desired, the accuracy of the data contained herein can be independently verified by the recipient of this report with the applicable county or municipality.

**CITY OF FLORISSANT – Health Department**  
**Application for keeping domestic animals, fowl or bees**

Applicant Name: George Awwad Address: 825 Daniel Boone Dr

Home Phone: (314) 484-9700 Cell Phone: Same

Designate number & type of animal(s) to be kept: chickens

Designate where animal(s), fowl or bees will be kept: in a cage - Back yard

Facilities/shelter to be provided: cage - coop

Size of applicant's property: See Attached

Are the animals being requested on the application going to be bred or used for a home business in any way?  
For home needs

What other animals are being kept on the premises? NONE

Has the applicant spoken with adjoining property owners concerning this application? ☐ YES ☐ NO

**The following documentation is required and has been attached to this application:**

☐ Plot plan/drawings showing property and location of animal housing, pen or cage ...

☐ Veterinarian statement of Health risks and vaccination requirements ...

**I HAVE READ, UNDERSTAND AND DO HEREBY AGREE TO ABIDE BY THE ORDINANCES  
PRINTED ON THE REVERSE SIDE OF THIS FORM PERTAINING TO THIS PERMIT  
APPLICATION; FURTHER I ATTEST THAT ALL INFORMATION PROVIDED HERE IS TRUE.**

Applicant Signature: [Signature] Date: July 1 17 8-7-17

**Health Department Action & Recommendation:**

Health Superintendent: [Signature] Date: 10/23/17

Director of Public Works: [Signature] Date: 10/23/17

10/25/17  
cc to CC  
Hessel  
Rayner



## CITY OF FLORISSANT HEALTH DEPARTMENT

### Animal Permit Application – Neighbor Approval Form

Florissant City Code 205.360 requires any property owner proposing to keep domestic animals, fowl or bees other than the usual children's pets to obtain a permit. As part of this process, applicants must advise immediate neighbors of their intentions and receive approval from any adjoining property owners. If neighbor is a renter then approval must be obtained from both the renter AND property owner.

APPLICANT NAME: George Awwad

SITE ADDRESS: 825 Daniel Boone Dr

TYPE OF ANIMAL BEING APPLIED FOR: chickens

\*\*\*\*\*

I/we, being the abutting property owner(s), have no objections to the above named property owner keeping the animal(s) described above in accordance with Florissant City Code.

Abutting Property Owner Name & Signature	Address	Phone	Date
<u>Karen Tucker</u>	<u>815 Daniel Boone</u> <u>Florissant</u>		
<u>Martin H. Eubank</u>	<u>835</u> <u>Dr. Boone</u>		

**Anyone with questions or concerns may call the Florissant  
Health Department at 314-839-7655 Monday - Friday**



marker. At least two markers are needed to measure distance and three markers to measure area. The markers are draggable.

You can drag the blue icon to a new location to display the address at that location.

Clear Markers

Remove Last Marker

☐ Distance ☒ Area

**Area:**

697 meters<sup>2</sup>

0.001 km<sup>2</sup>

7502 feet<sup>2</sup>

834 yards<sup>2</sup>

0.172 acres

**Driving Directions**

To Here - From Here



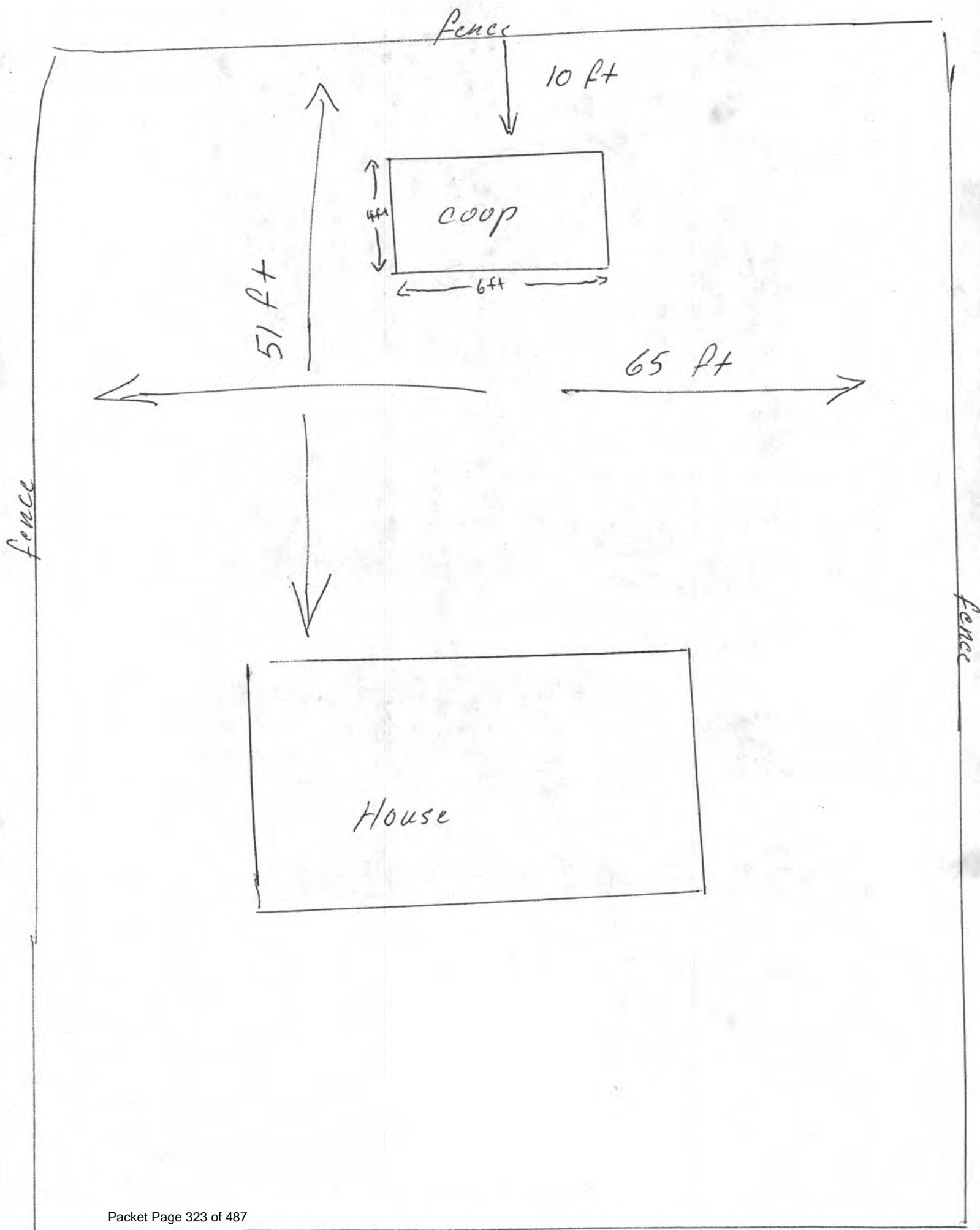




**3** **1** **927** **7,501**  
beds bath sq ft sq ft lot

Commute Time **825 Daniel Boone Dr, Florissant, MO 63031**





1 INTRODUCED BY COUNCILMAN EAGAN  
2 NOVEMBER 13, 2017

3  
4 BILL NO. 9322

ORDINANCE NO.

5  
6 **REQUEST TO ISSUE AN AMENDMENT TO ORDINANCE NO. 6830 TO**  
7 **ALLOW FOR A RESTAURANT WITH OUTDOOR DINING FOR THE**  
8 **PROPERTY LOCATED AT 8180 N. LINDBERGH.**  
9

10 WHEREAS, the City Council passed and approved B-5 Ordinance No. 6555 which  
11 authorized a proposed development at 3120 N. Hwy 67; and

12 WHEREAS, B-5 ordinance no. 6555 was amended by ordinance no. 6830 to allow for a  
13 Del Taco Restaurant with a drive thru facilities located at 8180 N. Lindbergh; and

14 WHEREAS, Bonzai Express of St. Louis d/b/a Crazy Bowls and Wraps has applied for a  
15 restaurant with outside dining at 8180 N. Lindbergh prompting the amendment to ordinance no.  
16 6830; and

17 WHEREAS, the Planning and Zoning Commission of the City of Florissant has  
18 recommended to the City Council at their meeting of October 16, 2017 that Ordinance No. 6830  
19 be amended to allow for a restaurant with outside dining; and

20 WHEREAS, due and lawful notice of public hearing no. 17-11-026 on said proposed  
21 change was duly published, held and concluded on 13<sup>th</sup> day of November, 2017 by the Council  
22 of the City of Florissant; and

23 WHEREAS, the Council, following said public hearing, and after due and careful  
24 deliberation, has concluded that the amendment of Ordinance No. 6830, as hereinafter set forth,  
25 to be in the best interest of the public health, safety and welfare of the City of Florissant; and

26  
27 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
28 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
29

30 Section 1: Ordinance No. 6930 is hereby amended to allow for the a restaurant with outdoor  
31 dining located at 8180 N. Lindbergh with the following stipulations:  
32

33 Section 1, Subsection 2, paragraph (d) shall be changed to read:  
34

35 (d) The floor area of lot 3(B) shall be **2200 square feet**, with a maximum height of 23  
36 feet. The facility shall be stained masonry using PPG Perma-crete masonry stain in dark grey,  
37 with same color over EIFS areas. Signage, canopies, and Hardie siding over front and side  
38 elevations as shown on A3.0A attached with trespas.



39

40 Add the following: Section 1, Subsection 2, paragraph e.

41 (e) Outdoor dining shall be protected with bollards as shown on A1.0, attached.

42  
43 Section 2, Subsection 2, paragraph f, (2) shall be changed to read:

44  
45 Lot 2 shall have no freestanding sign; lot 3B shall have a freestanding sign as shown on  
46 Warren sign package dated 9/13/17, attached.

47  
48 Section 3, Subsection i, paragraphs (5) and (8) shall be changed to read:

49  
50 (5) “. . . The trash areas on Lots 2 and 3(B) shall be enclosed with brick and steel gates.  
51 Enclosure on lot 3(B) shall be stained to match building stain.”

52 (8) All exterior building walls for buildings on outlot parcels shall be of unpainted  
53 standard brick, unpainted standard brick veneer, natural building stone or EIFS. Building walls  
54 of outlot 3(B) shall be stained as shown on A3.0A attached with trespas.

55  
56 **2. PROJECT COMPLETION.**

57  
58 Construction shall start within 60 days of the issuance of building permits and the  
59 project shall be developed in accordance of the approved amendments to the final  
60 development plans within **180 days** of start of construction.

61  
62 Section 2: Except as herein amended Ordinance No.6830 shall remain in full force and  
63 effect.

64 Section 3: This ordinance shall become in full force and effect immediately upon its  
65 passage and approval.

66  
67 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

68  
69  
70 \_\_\_\_\_  
71 Jackie Pagano  
72 President of the Council

73 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

74  
75 \_\_\_\_\_  
76 Thomas P. Schneider  
77 Mayor, City of Florissant

78 ATTEST:

79  
80 \_\_\_\_\_  
81 Karen Goodwin, MMC/MRCC  
82 City Clerk

1 INTRODUCED BY COUNCILMAN EAGAN  
2 NOVEMBER 13, 2017

3  
4 BILL NO. 9323

ORDINANCE NO.

5  
6 **ORDINANCE AUTHORIZING A TRANSFER OF SPECIAL USE**  
7 **PERMIT NO. 8163 FROM HRLH INC. D/B/A VIET THAI TO OU LENG**  
8 **LLC D/B/A THAI KITCHEN FOR THE OPERATION OF A SIT-DOWN,**  
9 **CARRY-OUT RESTAURANT LOCATED AT 8458 N. LINDBERGH.**  
10

11 WHEREAS, the Florissant Zoning Ordinance authorizes the Council of the City of  
12 Florissant, by Special Use Permit, after public hearing thereon, to permit the location and  
13 operation of a restaurant; and

14 WHEREAS, pursuant to Ordinance No. 8163 to HRLH d/b/a Viet Thai was granted a  
15 Special Use Permit for the location and operation of a restaurant on the property known as 8458  
16 N. Lindbergh; and

17 WHEREAS, an application has been filed by Ou Leng LLC d/b/a Thai Kitchen to  
18 transfer the Special Use Permit authorized by Ordinance No. 8163 to its name; and

19 WHEREAS, the City Council of the City of Florissant determined at its meeting on  
20 November 13, 2017 that the business operated under Ordinance No. 8163 would be operated in  
21 a substantially identical fashion as set out herein; and

22 WHEREAS, Ou Leng LLC has accepted the terms and conditions set out in Ordinance  
23 No. 5819 and further by Ordinance No. 8163.  
24

25 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
26 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
27  
28

29 Section 1: The Special Use Permit authorized by Ordinance No. 8163 is hereby  
30 transferred from HRLH Inc. d/b/a Viet Thai to Ou Leng, LLC d/b/a Thai Kitchen for the  
31 operation of a restaurant located at 8458 N. Lindbergh.

32 Section 2: The terms and conditions of said Special Permit authorized by Ordinance No.  
33 8163 shall remain in full force and effect.

34 Section 3: The Special Use Permit herein authorized shall terminate if the restaurant  
35 ceases operation for a period of more than ninety (90) days or when the named permittee ceases  
36 to be the owner and operator of the restaurant.

Section 4: This ordinance shall become in force and effect immediately upon its passage  
and approval.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Jackie Pagano  
President of the Council  
City of Florissant

Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

\_\_\_\_\_  
Karen Goodwin, MMC/MRCC  
City Clerk

1 **INTRODUCED BY COUNCIL AS A WHOLE**  
2 **NOVEMBER 13<sup>TH</sup>, 2017**

3  
4 **BILL NO. 9324**

**ORDINANCE NO.**

5  
6 **AN ORDINANCE APPROVING THE COMMUNITY DEVELOPMENT**  
7 **BLOCK GRANT (CDBG) FY2018 ANNUAL ACTION PLAN FOR THE CITY**  
8 **OF FLORISSANT, MISSOURI AND AUTHORIZING AND DIRECTING THE**  
9 **MAYOR TO SUBMIT SUCH PLAN TO THE UNITED STATES**  
10 **DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
11

12 **WHEREAS**, the Mayor and City Council Members of the City of Florissant, Missouri being  
13 first duly assembled at a regular City Council meeting on the 23<sup>rd</sup> day of October, 2017, and

14 **WHEREAS**, as a Metropolitan City and an Entitlement Community, and in accordance with  
15 24 CFR 91, the City of Florissant, Missouri is required to prepare an Annual Action Plan for use  
16 of CDBG funds; and

17 **WHEREAS**, the City of Florissant must submit the CDBG Consolidated and Annual Action  
18 Plan to the United States Department of Housing and Urban Development (HUD) no later than  
19 November 15, 2017; and

20 **WHEREAS**, the City Council has reviewed the CDBG Consolidated and Annual Action  
21 Plan, a copy of which is marked Exhibit A and is attached hereto and incorporated herein by  
22 reference as if fully set forth.

23  
24 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF**  
25 **FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:**  
26

27 Section 1. The City Council of the City of Florissant, Missouri does hereby approve  
28 the CDBG Consolidated and Annual Action Plan marked Exhibit A, and does hereby authorize  
29 and direct the Mayor of the City of Florissant, Missouri, to execute the CDBG Consolidated and  
30 Annual Action Plan and to submit it to the United States Department of Housing and Urban  
31 Development.  
32

33 PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017.  
34

35  
36 \_\_\_\_\_  
37 Jackie Pagano  
38 President of the Council  
39 City of Florissant

40 Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.  
41

42  
43 \_\_\_\_\_  
44 Thomas P. Schneider  
45 Mayor, City of Florissant

46 ATTEST:  
47

48 \_\_\_\_\_  
49 Karen Goodwin, MMC/MRCC  
50 City Clerk

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: September 25, 2017

Mayor's Approval:

Agenda Date Requested:

23-Oct-17

Description of request: Public Hearing for Fiscal  
Year 2018 Annual Plan  
for the Florissant  
Community  
Development Block  
Grant Program (CDBG)

Department: Community Development

Recommending Board or Commission: Citizens Participation Committee

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N

Public Hearing needed: Yes / No

YES

3 readings? : Yes / No

NO

Back up materials  
attached:

Back up materials  
needed:

Minutes		Minutes	
Maps		Maps	
Memo	X	Memo	
Draft Ord. FY 2018 AP	X	Draft Ord.	

*I will email  
this to you before  
Oct 2nd*

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_

# MEMORANDUM

**To:** MAYOR SCHNEIDER & FLORISSANT CITY COUNCIL  
**From:** M. Carol O'Mara, Director Community Development  
**Re:** Community Development Block Grant (CDBG) 2016 Annual Action Plan  
**Date:** September 25, 2017

This is a request for the approval of the Community Development Block Grant (CDBG) 2018 Annual Action Plan.

## PROPOSED USE OF CDBG FUNDS 2018 *Estimated* Financial Summary

FY2018 CDBG Program

### **Community Development Block Grant Resources**

Entitlement Amount Estimate	\$212,059.00
<b>Total FY Anticipated Funding</b>	<b>\$212,059.00</b>

Proposed Uses of CDBG Funds

### **Housing Programs**

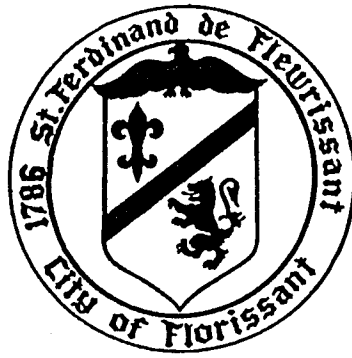
Home Improvement Program	\$137,059.00
Home Improvement Program – Mechanical	\$ 60,000.00
Project IMPACT	\$ 5,000.00

### **Public Services**

Mortgage, Rental & Utility Assistance	\$ 10,000.00
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<b>Total</b>	<b>\$212,059.00</b>
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**PUBLIC NOTICE  
CITY OF FLORISSANT**


**Public Hearing for the Community Development Block Grant (CDBG)  
Fiscal Year (FY) 2018 Annual Action Plan**

**Florissant City Hall, Council Chambers  
955 rue St. Francois  
Florissant, Missouri 63031  
October 23, 2017 at 7:30 p.m.**

**PUBLIC NOTICE IS HEREBY GIVEN that a public hearing  
will be held on Monday, October 23, 2017, at 7:30 p.m. at  
Florissant City Hall Council Chambers concerning the Fiscal  
Year 2018 Annual Plan for the Florissant Community  
Development Block Grant Program.**

**Anyone who needs assistance or auxiliary aids for the meeting should contact  
Carol O'Mara at (314) 839-7680 At least 24 hours before the meeting.**

**Posted this 2<sup>nd</sup> day of October, 2017**

  
**M. Carol O'Mara, Director  
Housing and Community Development  
3147.839.7680**

# **COMMUNITY DEVELOPMENT BLOCK GRANT**

## **ANNUAL ACTION PLAN FY2018**

**Submitted by  
The City of Florissant  
November 28, 2017**





## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The Consolidated Plan is a strategic planning instrument required by the Department of Housing and Urban Development (HUD) as part of the Community Development Block Grant (CDBG) Program. The Consolidated Plan helps the City of Florissant identify key community issues and the resources to deal with those issues.

This Annual Plan outlines the use of Community Development Block Grant (CDBG) funds for FY2018.

The Annual Action Plan process requires that the grantee outline an action plan, which addresses the priority needs and local objectives of the community over a one year period.

#### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

As an entitlement community, the City of Florissant has determined, through a needs assessment, market analysis, and public participation process that it is in the best interest of the community to continue to concentrate limited CDBG funds in a few areas of primary concern over the next five years. Housing, Public Services, and the Removal of Architectural Barriers have been the focus in the past and will remain the focus over the next five years. There continues to be a need and concern regarding the preservation and maintenance of existing structures, homeownership, lead, and emergency repair throughout the City. The programs addressing these issues that the City currently funds have been very popular and have met a great need in the community. In addition, Public Services programs such as programs for persons with disabilities and emergency mortgage, rental, and utility assistance have been identified through the needs assessment and public participation process as important strategies for serving City residents.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Florissant has an excellent performance record and, as of the end of 2016, is on track to far exceed performance goals for the six CDBG funded activities from the last Consolidated Plan (covering FY2015-FY2019).

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Florissant has had an active Citizens Participation Committee (CPC) for many years. It is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council.

In accordance with our Citizen Participation Plan, our 2018 Annual Action Plan process included a public hearing. The CPC committee met on September 21, 2017 and a public hearing was held on October 23, 2017 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and the Independent Newspaper.

A summary of the draft plan was posted on our cable TV channel. The summary described the contents of the plan and the entire Annual Action Plan could be reviewed at the City's Government Center, on the City Website or by written request. The plan was available for public comment for 30 days starting on October 24, 2017. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-annual action plan is made available to persons with disabilities in a format that is readily accessible upon request.

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

At this point in time, there have been no public comments beyond the discussion at the October 23, 2017 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2018 Annual Action Plan revealed that the City's priority need is still single family housing but with the increase in rental dwelling there is a need in this area therefore the City of Florissant will again fund the Mortgage, Rental and Utility Assistance Program for FY2018. Due to the excess funds in Administration this activity will remain but will not be funded for FY2018.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

N/A

**7. Summary**

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	FLORISSANT	Community Development Department

Table 1 – Responsible Agencies

#### Narrative (optional)

The City of Florissant has always been proactive in its communications with residents and we have many mechanisms for public input in place. We publish and mail a monthly newsletter directly to residents. We also produce our own cable television channel. We have had an active Citizens Participation Committee (CPC) for many years. It was developed as part of the City of Florissant's effort to include as many citizens as possible in the community development planning process. The CPC is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC is the major mechanism whereby the citizens of Florissant have an opportunity to express their needs as well as to be kept aware of the performance of the city's community development programs.

The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council. It:

- Conducts regular meetings on the second Thursday of each month, except June, July and August
- Evaluates and recommends priorities regarding community development needs
- Evaluates existing CDBG programs
- Evaluates and recommends programs for possible inclusion in future Annual Plans
- Evaluates any amendments to approved CDBG projects, except those for urgent need activities
- Evaluates suggested uses of any CDBG funds earmarked for contingency activities
- The CPC may recommend against such expenditures.
- Reviews the draft Consolidated Plan prior to its being made available for public comment
- Recommends changes in the draft Consolidated Plan.

Annual Action Plan  
2018

- Reviews the Citizen Participation Plan annually
- Provides assistance and information to interested individuals and/or groups within Florissant

As a Metropolitan City entitlement community, our goal is to educate the community on the Community Development Block Grant (CDBG) program and to encourage citizen participation in the local consolidated planning process. Our long-term goal is to keep the public involved in our community and to provide opportunities to participate in the consolidated planning process on an annual basis.

In accordance with our Citizen Participation Plan, our process included a public hearing. The CPC committee met on September 21, 2017 and a public hearing for the FY2018 Annual Action Plan was held on October 23, 2017 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and in the Independent Newspaper. The public hearing was held in a handicap accessible building. The building has a handicapped accessible entrance, handicapped accessible restrooms for both men and women, and wide hallways and doorways to accommodate the handicapped residents of our community.

A summary of the draft plan was posted on our cable TV channel and city's website. The summary described the contents of the plan and the entire Annual Plan could be reviewed at the City's Government Center, on the City's website or by written request. The plan was available for public comment for 30 days starting on October 23, 2017. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-consolidated plan is made available to persons with disabilities in a format that is readily accessible upon request.

#### **Consolidated Plan Public Contact Information**

Mrs. M. Carol O'Mara  
Director of Housing and Community Development  
Florissant Government Building  
1055 rue St. Francois  
Florissant, Missouri 63031  
(314) 839-7680

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The City of Florissant administers the CDBG programs covered by the Consolidated Plan. The Housing and Community Development Office administers the CDBG funds and is the lead for the City in coordinating these activities. The Housing and Community Development Office consists of a Community Development (CD) Director and one full time, one part time CD Specialist and one part time Volunteer Coordinator. Duties consist of developing relationships with the various service organizations serving the community, enhancing communication with the public, and educating residents on services available both from the City and from other entities. The CD staff attends meetings involving a wide spectrum of agencies and groups involved in issues such as housing, homelessness, foreclosures, community services, AIDS, persons with disabilities, and environmental concerns. The CD staff also attends regular meetings to coordinate with the St. Louis County Continuum of Care.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

N/A

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

N/A

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan Continuum of Care	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

N/A

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The City of Florissant has had an active Citizens Participation Committee (CPC) for many years. It is made up of Florissant residents who are appointed from their respective wards by the City Council. It serves as the official citizen advisory body for all phases of the Community Development Block Grant (CDBG) application development, program implementation, monitoring and evaluation processes. The CPC meets to review CDBG activities and to propose an annual CDBG budget to the City Council.

In accordance with our Citizen Participation Plan, our 2018 Annual Action Plan process included a public hearing. The CPC committee met on September 21, 2017 and a public hearing was held on October 23, 2017 at 7:30 p.m. in the Florissant City Council Chamber. Public hearing notices were posted on the City's cable television channel and the City's website, soliciting comments and participation in the process. Other announcements were posted across the city at library branches, community centers, City Hall, and the Independent Newspaper.

A summary of the draft plan was posted on our cable TV channel and city's website. The summary described the contents of the plan and the entire Annual Action Plan could be reviewed at the City's Government Center, on the City's website or by written request. The plan was available for public comment for 30 days starting on October 23, 2017. The city also provides free copies of the plan to citizens and groups that request a copy in writing. The draft-consolidated plan is made available to persons with disabilities in a format that is readily accessible upon request.

At this point in time, there have been no public comments beyond the discussion at the October 23, 2017 Public Hearing and Citizen Participation Committee meeting. Discussion of the FY2018 annual plan revealed that the City's priority need is still single family housing but with the increase in rental dwelling we would continue to fund the Mortgage, Rental and Utility Assistance Program for FY2018. The funding of this program could assist in possibly opening up more opportunities for Florissant residents. Due to the excess funds in Administration this activity will remain but will not be funded for FY2018.



# **Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: various</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Citizen Participation Committee</p>				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	Minorities				
		Non-English Speaking - Specify other language: various Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing				
3	News Release	Non-targeted/broad community				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Internet Outreach	Non-targeted/broad community	Notice of CPC meeting and Public Hearing was put on the City's website and cable channel reaching thousands of people which included the solicitation of comments, public hearing and draft plan availability			
5	Mailing to Tribes re: Public Hearing	Minorities Indian Tribes				
6	Public Municipal Posting-Public Hearing	Non-targeted/broad community				

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City of Florissant expects an allocation of \$212,059 in CDBG funding for FY2018. During the FY2010-FY2014 Consolidated Plan period, CDBG allocations varied between \$200,837 (lowest allocation) and 241,879 (highest allocation) with an average allocation of \$219,724. The chart below assumes that same average allocation of \$219,724 for each of the four years FY2016, FY2017, FY2018, and FY2019.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	212,059	0	0	212,059	Funds various programs throughout the City of Florissant

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

While the City of Florissant has a small CDBG allocation, it is very highly leveraged through Project IMPACT (formally known as the C.O.P.S. program) in order to provide home repairs and accessibility improvements to the maximum number of low- to moderate-income disabled Florissant residents. Project IMPACT uses CDBG funding to purchase wheelchair ramps, materials and supplies for homes that are then rehabbbed by qualified volunteers. The volunteer labor allows more households to be served with limited funding.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

## **Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Home Improvement Program	2015	2019	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$137,059	Homeowner Housing Rehabilitated: 27 Household Housing Unit
2	Home Improvement Program - Mechanical	2015	2019	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$60,000	Homeowner Housing Rehabilitated: 12 Household Housing Unit
3	Project IMPACT (formally known as C.O.P.S.	2015	2019	Affordable Housing	City of Florissant	Housing Repair and Improvement	CDBG: \$5000.00	Homeowner Housing Rehabilitated: 10 Household Housing Unit
4	Mortgage, Rental & Utility Assistance	2015	2019	Public Services	City of Florissant	Emergency Mortgage, Rental, and Utility Assistance	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted
5	Administration	2015	2019	Administration	City of Florissant		CDBG: \$0.00	

**Table 6 – Goals Summary**

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Home Improvement Program
	<b>Goal Description</b>	Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.
<b>2</b>	<b>Goal Name</b>	Home Improvement Program - Mechanical
	<b>Goal Description</b>	In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients' living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.
<b>3</b>	<b>Goal Name</b>	Project IMPACT (formally known as C.O.P.S.)
	<b>Goal Description</b>	Remaining funds from previous years will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents have been temporarily displaced from their homes due to health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide.

<b>4</b>	<b>Goal Name</b>	Mortgage, Rental & Utility Assistance
	<b>Goal Description</b>	This program provides mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship and was awarded to CAASTLC in September 2016. This program is designed to help residents stay in their homes, whether they are home owners or renters.
<b>5</b>	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):



## AP-35 Projects – 91.220(d)

### Introduction

The table below lists the four (4) projects – three (3) housing programs and one (1) public service programs – that the City of Florissant will undertake in FY2018 in order to address the needs identified through this Consolidated Plan Process.

#	Project Name
1	Home Improvement Program
2	Home Improvement Program - Mechanical
3	Project IMPACT (formally known as C.O.P.S.)
4	Mortgage, Rental & Utility Assistance
5	Administration

Table 8 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

#### Home Improvement Program

Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.

#### Home Improvement Program – Mechanical

In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients' living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.

#### Project IMPACT (formally known as C.O.P.S.)

Funds will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents have been temporarily displaced from their homes due to health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do the construction of ADA compliant

wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps. These activities will improve recipients' living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide.

#### Mortgage, Rental & Utility Assistance

The City will issue an RFQ to local service providers to start a mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship. This program is designed to help residents stay in their homes, whether they are home owners or renters.

## Projects

### AP-38 Projects Summary Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Home Improvement Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Home Improvement Program
	<b>Needs Addressed</b>	Housing Repair and Improvement
	<b>Funding</b>	CDBG: \$137,059
	<b>Description</b>	Designed to help low- to moderate-income homeowners with much needed home repairs that they otherwise would not be able to afford. The repairs will improve recipients' living environment and, in some cases, help the recipients stay in their homes. The program will provide a no-interest, \$5,000 five-year forgivable loan to qualifying households for the rehabilitation of owner-occupied single-family dwellings. The purpose of the loan will be to bring existing housing up to the City's minimum housing standards/codes and to address accessibility and safety issues. The household must qualify as low- to moderate-income. The program is available community-wide.
	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates assisting 27 households with the Home Improvement Loan Program
	<b>Location Description</b>	The City will accept households within the city limits
	<b>Planned Activities</b>	The Home Improvement Program provides up to \$5000 as a 0% interest forgivable loan to eligible City of Florissant residents to assist with home improvement projects.

<b>2</b>	<b>Project Name</b>	Home Improvement Program - Mechanical
	<b>Target Area</b>	
	<b>Goals Supported</b>	Home Improvement Program - Mechanical
	<b>Needs Addressed</b>	Housing Repair and Improvement
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	In recent years, the need for the replacement of heating and cooling units has been quite significant, especially in emergency situations. The Home Improvement Program - Mechanical will be offered as a grant to low- to moderate-income homeowners for the replacement of heating and/or cooling units and will be available on a first come first serve basis throughout the year until funding has been expended. The repairs will improve recipients living environments and, in some cases, help the recipients to stay in their homes. The household must qualify as low- to moderate-income. The program is available community-wide.
	<b>Target Date</b>	12/31/2019
<b>3</b>	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates assisting 10 households with the HIP-M Program
	<b>Location Description</b>	The City will accept households within the city limits
	<b>Planned Activities</b>	The Home Improvement Program - Mechanical program provides up to \$5000 grant to low- to moderate-income homeowners for the replacement of water heaters, heating and/or cooling units.
	<b>Project Name</b>	Project IMPACT (formally known as C.O.P.S.)
	<b>Target Area</b>	
	<b>Goals Supported</b>	Project IMPACT (formally known as C.O.P.S.)
	<b>Needs Addressed</b>	Housing Repair and Improvement Housing Accessibility

<b>Funding</b>	CDBG: \$5000.00
<b>Description</b>	Current funds from prior years funding will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents have been temporarily displaced from their homes due to health and safety issues. The City of Florissant has been experiencing a shortage of experienced volunteer groups that are qualified to do the construction of ADA compliant wheelchair ramps. When the situation arises that no volunteer group is qualified and available to do this work, the program will allow up to \$3,000 of Project IMPACT funds to be used towards the materials and construction of these ramps. These activities will improve recipients living environments and, in some cases, help the recipients stay in their homes. The household must qualify as low- to moderate-income, disabled or indigent residents. The program is available community-wide.
<b>Target Date</b>	12/31/2019
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates that 10 households will be assisted with the COPS program
<b>Location Description</b>	Participants of this program will be City Wide
<b>Planned Activities</b>	Funds will be expended to provide materials for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents have been temporarily displaced from their homes due to health and safety issues.
<b>Project Name</b>	Mortgage, Rental & Utility Assistance
<b>Target Area</b>	
<b>Goals Supported</b>	Mortgage, Rental & Utility Assistance
<b>Needs Addressed</b>	Emergency Mortgage, Rental, and Utility Assistance
<b>Funding</b>	CDBG: \$10,000

4

<b>Description</b>	The City will continue to fund the mortgage, rental, and utility assistance program to serve low- to moderate-income households facing emergency or severe temporary economic hardship. This program is designed to help residents stay in their homes, whether they are home owners or renters.
	12/31/2019
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City estimates that 20 individuals will be assisted with the MRU Assist Program
<b>Location Description</b>	Participants will be accepted from within the City of Florissant limits
<b>Planned Activities</b>	Mortgage, rental, and utility assistance will be provided to those who are in jeopardy of becoming homeless due to past due or late rent/mortgage and utility payments.
<b>5 Project Name</b>	Administration
<b>Target Area</b>	
<b>Goals Supported</b>	Administration
<b>Funding</b>	CDBG: \$0.00
<b>Description</b>	Funds will be used to pay costs associated with the administration of the CDBG program. Funds will pay for supplies, staff salaries, public notices, indirect costs and other costs associated with the grant.
<b>Target Date</b>	
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This activity is administration and will not benefit low income families directly.
<b>Location Description</b>	
<b>Planned Activities</b>	

## **AP-50 Geographic Distribution – 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of Florissant will not be allocating CDBG funded programs based on geographic target areas. CDBG investments are made city-wide since low- to moderate-income persons are not concentrated in a single geographic area of the City. Instead, programs funds will be distributed based on need and eligibility. Please reference section SP-10 of this document for additional detail, including maps of where low- to moderate-income persons live within the City of Florissant.

Future Annual Action Plans will allow the City of Florissant to reevaluate community conditions and determine whether geographic targeting for one or more CDBG funded programs is appropriate.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Florissant	100

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

N/A

### **Discussion**

N/A

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	69
Special-Needs	
Total	69

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	20
The Production of New Units	0
Rehab of Existing Units	49
Acquisition of Existing Units	0
Total	69

Table 12 - One Year Goals for Affordable Housing by Support Type

#### Discussion



## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Florissant does not have an independent public housing authority, but rather lies within the jurisdiction of the St. Louis County Housing Authority. The St. Louis County Authority is responsible for public housing related action planning.

### **Actions planned during the next year to address the needs to public housing**

Not applicable.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Not applicable.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

### **Discussion**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of Florissant does not receive an Emergency Solutions Grant allocation for homeless facilities and services and there are not facilities or housing targeted to homeless households within Florissant. Instead, the City of Florissant falls within the boundaries of the St. Louis County Continuum of Care (CoC), which promotes a regional approach to addressing homelessness. Saint Louis County residents, including Florissant residents, who are homeless or experiencing a housing crisis can seek assistance by calling the Emergency Shelter Hotline. The Hotline is a centralized intake and referral system that can be accessed by calling a single number (314-802-5444). The caller is interviewed by an intake specialist, and if in crisis, is referred to either emergency shelter or rent/mortgage/utility assistance.

With the limited CDBG funds that the City of Florissant receives, there are no planned allocations to address the small homeless population (estimated to be four persons) in the community. There are numerous social service agencies who work with homeless individuals in the community. The City of Florissant will continue to build good working relationships and participate in the St. Louis County Continuum of Care meetings and support their efforts to end homelessness in St. Louis County.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

N/A

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

N/A

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

N/A

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

N/A

#### Discussion

N/A

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Florissant will strive to undertake the following strategies recommended in the Analysis of Impediments to Fair Housing to remove or ameliorate the barriers to fair/affordable housing. For any of these strategies to move forward, the City of Florissant will need to collaborate with St. Louis County and/or other local jurisdictions, agencies, and private entities. Therefore, specific action items are dependent on further community engagement, planning, and coordination. However, these proposed strategies give a rough idea of where the City of Florissant might focus its efforts. More detailed explanations of all the barriers and proposed strategies can be found in the Analysis of Impediments to Fair Housing.

Barrier: Affordable housing options are concentrated in areas of low opportunity.

#### **Strategies:**

- Support mixed-income housing developments by private developers
- Support comprehensive community development efforts aimed at improving access to opportunities

Barrier: Some residents of the Analysis of Impediments study area hold strong “not In My Back Yard” (NIMBY” sentiments as well as attitudes prejudiced against people of low income, those residing in subsidized housing, and racial/ethnic minorities.

#### **Strategies:**

- Collaborate with other agencies and local governments to develop an appropriate diversity and sensitivity awareness curriculum
- Collaborate with other agencies and local governments to develop a campaign to educate local leaders and elected officials regarding the economic benefits of diversity

Barrier: Zoning codes with restrictive definitions of “family” and occupancy permitting requirements allow communities to control, by approval or denial of a permit, who may live in their jurisdiction.

#### **Strategies:**

- Explore the opportunity to partner with a local university for a review of occupancy

permit requirements, family definitions, and zoning ordinances (including regulations regarding group homes and residential treatment centers) in partnership with St. Louis County and O'Fallon

•

Barrier: There are limited housing options for people with disabilities.

Strategies:

- Meet with disability advocates to better understand types and locations of units missing from the current accessible housing stock
- Provide public support to residential developments that offer universal design or otherwise exceed FHA minimum accessibility requirements
- Research model ordinances from HUD or the DOJ that address reasonable accommodation standards

•

Barrier: There is evidence of private sector lending discrimination in St. Louis County.

Strategies:

- Publicly praise or otherwise recognize financial institutions with a record of supporting fair housing initiatives.

•

Barrier: Small-scale landlords may not be fully compliant with the Fair Housing Act.

Strategies:

- Make residents and rental property owners aware of Fair Housing Act educational opportunities through organizations such as the St. Louis Apartment Association (SLAA)

## Discussion

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

#### **Actions planned to address obstacles to meeting underserved needs**

The City of Florissant has a record of strong performance in meeting underserved needs through the CDBG program. The largest obstacle to meeting underserved needs is funding. City staff will investigate creative leveraging strategies, such as the leveraging of volunteers in the existing Project IMPACT (formally known as the C.O.P.S. program), to continue to make a larger community impact with limited resources.

#### **Actions planned to foster and maintain affordable housing**

The City of Florissant will fund several rehabilitation programs to assist low income families with maintaining their homes. The City will continue to administer the Home Improvement Program which provides up to \$5000 to be used toward code violations or home repair and is forgiven if the homeowner lives in the home for 5 years. We will also continue to administer the Home Improvement Mechanical Program which provides assistance with the repair/replacement of water heaters, heating and/or cooling units (HVAC). Additionally, the City will fund Project IMPACT (formally known as the COPS Program) which provides material for the construction of wheelchair ramps, purchase materials and supplies for homes being repaired by volunteer groups, and to help with dumpsters in situations where our residents have been temporarily displaced from their homes due to health and safety issues. Lastly, the City will continue to fund the mortgage, rental, and utility assistance program to serve low to moderate income households facing emergency or severe temporary economic hardship. This program is designed to help residents stay in their homes, whether they are home owners or renters.

#### **Actions planned to reduce lead-based paint hazards**

The City of Florissant continues to pursue an active role in eliminating the hazards of the lead-based paint in its housing stock. Staff successfully completed HUD's Office of Lead Hazard Control's Visual Assessment course pursuant to 24 CFR Part 35. All homeowners in the Home Improvement Program Loan Program with houses built before 1978 are given the "Protect Your Family from Lead In Your Home" Pamphlet and must sign a "Confirmation of Receipt" for documentation purposes. In addition the homes must undergo Lead Based Paint Testing on the areas of the home where a visual inspection is made for flaking and peeling paint does not pass. Bid packages containing work specifications will be bid out to pre-approved licensed lead abatement contractors. Dust and soil clearance tests will be performed after the work has been completed. The City will continue to work with the St. Louis County Lead Surveillance Program to screen and evaluate children for lead absorption, and initiate treatment when needed. The Community Development Office will continue to be responsible for networking with appropriate City and County departments and other service providers in this area. In

addition, the Community Development Office will maintain its close contact with the St. Louis Office of Community Development's Home Improvement staff and the designated lead coordinator, in order to comply with the lead-based paint regulations that went into effect in September 2000.

### **Actions planned to reduce the number of poverty-level families**

While poverty is a complex issue and not solvable with CDBG funding alone, the City of Florissant has designed existing CDBG programs and policies with the goal of contributing to the reduction of the number of poverty-level families in the jurisdiction. The City of Florissant housing rehabilitation programs (the Home Improvement Program, Home Improvement Program – Mechanical and Project IMPACT (formally known as the C.O.P.S. Program) provides a way for low income persons to maintain their existing homes without investing their own resources into repairs and rehabilitation. The emergency mortgage, rental, and utility assistance program provides a similar safety net for both owner and renter households.

A great deal of national research has been done on the importance of "housing as a platform" to improve quality of life. Access to safe, stable, and affordable housing has been linked to higher educational achievement for children, better economic prospects for parents, and improved health and well-being. Given that the City of Florissant's Analysis of Impediments to Fair Housing identifies Florissant as an area of high opportunity (low poverty, high school proficiency, and high labor market engagement) relative to many areas in north St. Louis County, safe, stable, and affordable housing options within the City of Florissant are especially likely to contribute to positive outcomes for individuals and families and ultimately reduce poverty. Therefore, City of Florissant CDBG programs around housing repair and assistance are important tools for long term poverty reduction.

### **Actions planned to develop institutional structure**

The institutional structure to carry out the programs referenced in this Annual Action Plan is already strong. The City of Florissant Department of Housing and Community Development administer the programs funded by the Community Development Block Grant. Private contractors do the actual work of rehabilitation services. The City staff is able to adequately monitor these contractors to assure that services are provided as promised.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

City staff will continue to attend meetings involving a wide spectrum of agencies and groups involved in issues such as housing, homelessness, foreclosures, community services, AIDS, persons with disabilities, and environmental concerns. City staff will also continue to attend regular meetings to coordinate with the St. Louis County Continuum of Care.

### **Discussion**

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

#### Discussion



1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 13, 2017

3  
4 BILL NO. 9325

ORDINANCE NO.

5  
6 **AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF**  
7 **FLORISSANT FOR THE FISCAL YEAR COMMENCING ON**  
8 **DECEMBER 1, 2017 AND ENDING ON NOVEMBER 30, 2018 AND**  
9 **PROVIDING FOR ITS EFFECTIVE DATE.**

10  
11 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
12 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

13  
14 Section 1: The Budget for the City of Florissant commencing on December 1, 2017 and  
15 ending November 30, 2018, a copy of which is attached hereto and by this reference  
16 incorporated herein and made a part hereof, is hereby adopted and approved.

17 Section 2: This ordinance shall become in force and effect as of December 1, 2017.

18  
19 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.

20  
21  
22 \_\_\_\_\_  
23 Jackie Pagano  
24 President of the Council  
25 City of Florissant  
26

27  
28  
29 Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.

30  
31  
32 \_\_\_\_\_  
33 Thomas P. Schneider  
34 Mayor, City of Florissant

35 ATTEST:

36  
37 \_\_\_\_\_  
38 Karen Goodwin, MMC/MRCC  
39 City Clerk  
40  
41

# City of Florissant, Missouri Adopted Budget 2018



955 rue St. Francois  
Florissant, Missouri 63031  
314-921-5700  
[www.florissantmo.com](http://www.florissantmo.com)

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**FUND SUMMARIES**

	<u>Page</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
General Fund - 01					
Revenues	2	22,921,992	22,833,080	23,982,602	23,597,616
Expenditures					
Information Technology	4	370,507	380,563	389,050	465,050
Housing Resource Center	7	41,731	60,302	59,252	59,252
Legislative	9	151,863	160,535	162,647	162,647
Senior Services	11	165,414	198,285	212,851	212,851
Administrative	16	3,053,883	3,043,351	2,355,609	3,030,604
Municipal Court	21	642,473	705,182	499,866	500,989
Prosecuting Attorney	23	0	0	207,051	190,796
Health	25	786,176	927,530	0	920,669
Recreation-Theater	28	325,501	441,291	437,715	437,715
Recreation-Centers	31	1,783,378	1,974,434	1,870,538	1,863,059
Recreation-Playground	34	133,975	151,951	151,951	151,951
Recreation-Bangert	36	179,588	195,498	218,485	218,485
Recreation-Koch Aquatic	36	235,443	251,949	0	0
Recreation-Parks	39	520,984	496,906	513,418	492,886
Recreation-Golf Course	41	736,067	837,836	852,813	849,921
Public Works	45	4,130,910	3,895,362	4,423,453	4,105,946
Police	51	10,271,309	11,174,952	13,553,887	12,476,004
Media	70	<u>189,039</u>	<u>205,179</u>	<u>214,799</u>	<u>210,644</u>
Total General Fund Expenditures		23,718,241	25,101,106	26,123,385	26,349,469
Capital Improvement Fund - 03	72	3,605,732	5,353,020	3,812,485	3,449,685
Park Improvement Fund - 09	80	3,024,679	4,623,055	4,274,161	4,553,386
Street Fund - 08	91	0	1,700,000	4,027,010	4,027,010
Sewer Lateral Fund - 04	93	645,860	671,450	666,100	633,300
Property Revitalization Fund - 10	96	2,684	30,000	30,000	30,000
Court Building Fund - 14	98	69,825	132,000	132,000	132,000
Police Fund - XX	100	0	0	2,182,302	2,201,116
Total - All Funds		31,067,021	37,610,631	41,247,443	41,375,966
Expenditure Forecast	102	Estimate of future expenditures and personnel.			

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**01 - GENERAL FUND - REVENUES**

	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
<b><u>TAXES</u></b>				
Cigarette	148,660	145,000	135,000	135,000
Gasoline	1,614,151	1,625,000	1,640,000	1,640,000
Road & Bridge Taxes	536,467	550,000	550,000	550,000
Sales Tax	8,095,500	8,100,000	8,100,000	8,100,000
Utility Tax	<u>5,772,997</u>	<u>5,800,000</u>	<u>5,575,000</u>	<u>5,575,000</u>
Total Taxes	16,167,775	16,220,000	16,000,000	16,000,000

<b><u>LICENSES</u></b>				
Business	825,165	1,100,000	1,150,000	1,150,000
Liquor & Other Licenses	<u>52,204</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Total Licenses	877,369	1,150,000	1,200,000	1,200,000

<b><u>PERMITS</u></b>				
Building	298,610	250,000	265,000	265,000
Minimum Housing	254,276	240,000	250,000	250,000
Signs & Other Permits	<u>42,225</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Total Permits	595,111	530,000	555,000	555,000

<b><u>RECREATION</u></b>				
Green Fees	213,808	230,000	235,000	235,000
Cart Fees	200,861	190,000	200,000	200,000
Pro Shop Sales	39,880	45,000	50,000	50,000
Concession Sales and Fees	104,394	100,000	120,000	120,000
Other Miscellaneous	<u>10,206</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total Golf	569,149	575,000	615,000	615,000

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**01 - GENERAL FUND - REVENUES**

	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
<b><u>RECREATION (CONTINUED)</u></b>				
Rentals-Nature Lodge/Gym	25,004	25,000	25,000	25,000
Center Activity	299,923	300,000	280,000	280,000
Rink	64,228	60,000	60,000	60,000
Outdoor Pool Receipts	134,077	130,000	85,000	85,000
Miscellaneous J.J.E.	165,180	160,000	196,000	196,000
Playground Program	83,111	87,300	107,300	107,300
Theater	97,331	160,000	160,000	160,000
Concession Sales	<u>57,738</u>	<u>70,000</u>	<u>50,000</u>	<u>50,000</u>
Total Recreation	<u>926,592</u>	<u>992,300</u>	<u>963,300</u>	<u>963,300</u>
Total Golf & Recreation	1,495,741	1,567,300	1,578,300	1,578,300

<b><u>MISCELLANEOUS</u></b>				
Interest Income	78,489	60,000	40,000	40,000
Municipal Court	1,321,390	1,400,000	1,100,000	1,100,000
Other Miscellaneous	1,292,541	809,000	2,538,302	2,153,316
Cable TV	723,020	725,000	625,000	625,000
Senior Citizen Luncheon	24,707	25,000	46,000	46,000
Grants & Reimbursement	<u>345,849</u>	<u>346,780</u>	<u>300,000</u>	<u>300,000</u>
Total Miscellaneous	3,785,996	3,365,780	4,649,302	4,264,316
Total Budgeted Revenue	22,921,992	22,833,080	23,982,602	23,597,616
Less Total Budgeted Expenditure			<u>(26,123,385)</u>	<u>(26,349,469)</u>
Equal Revenue Over/(Under) Expenditure			(2,140,783)	(2,751,853)
Plus Estimated Beginning Fund Balance			<u>8,238,064</u>	<u>8,238,064</u>
Equal Estimated Ending Fund Balance			6,097,281	5,486,211

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**INFORMATION TECHNOLOGY DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
3610-Salaries	92,178	94,116	138,519	138,519
3613-Employees' Benefits	38,815	42,247	59,331	59,331
3621-Uniforms	300	300	300	300
3624-Telephone	145,742	140,000	76,000	152,000
3632-Office Supplies & Maint.	12,896	17,000	19,500	19,500
3633-Materials & Supplies	10,053	11,500	11,500	11,500
3642-Dues, Travel, Training	4,376	5,200	5,200	5,200
3650-Professional Services	<u>66,147</u>	<u>70,200</u>	<u>78,700</u>	<u>78,700</u>
<b>Total</b>	370,507	380,563	389,050	465,050

**PERSONNEL SERVICES**

Full-time	94,116	138,519	138,519
Part-time	0	0	0
Overtime	0	<u>0</u>	0
Total Personnel Services	94,116	138,519	138,519

**PERSONNEL SCHEDULE**

IT Director	0.50
IT Manager	1.00
IT System Support Technician	<u>1.00</u>
Total	2.50

Full-time 2.50

Total Personnel 2.50

Full-time Equivalent (Part-time) 0.00

Information Technology Department Budget: 2017

2017 2018

<b>Account 3610 - Salaries</b>		
Full-time Employees		
IT Director (wages split with Police Department budget)	0.0	0.5
Information Technology Manager	1.0	1.0
IT System Support Technician	<u>1.0</u>	<u>1.0</u>
Total full-time employees	2.0	2.5

<b>Account 3621 - Uniforms</b>	300	300
Clothing Allowance	300	300

<b>Account 3624 - Telephone</b>	<b>Total</b>	<b>140,000</b>	<b>152,000</b>
Telephone service for all City facilities including both local and long distance calling and mobile tablet devices (increase for new court location)			
	60,000	70,000	
Lease and maintenance costs for the City's Inter-Tel telephone system	38,000	38,000	
Cellular telephone service	32,000	34,000	
Purchase of IP phones	10,000	10,000	

<b>Account 3632 - Office Supplies</b>	<b>Total</b>	<b>17,000</b>	<b>19,500</b>
Miscellaneous Office Supplies and Software	2,500	2,500	
Software Renewal:			
Anti-Virus Protection	2,400	2,800	
Jatheon Email Mail Archiving	2,500	2,500	
Baracuda Web Filter	1,200	1,200	
Baracuda Spam Filter	1,200	1,200	
Malwarebytes	3,200	2,800	
E-Gov Website/Citizen Resource Management Support	4,000	4,000	
KnowBe4 security training software	0	2,500	

<b>Account 3633 - Materials &amp; Supplies</b>	<b>Total</b>	<b>11,500</b>	<b>11,500</b>
Equipment Repair	7,000	7,000	
Yearly Maintenance and Repair for Security Cameras at City Hall and Government Building	4,500	4,500	

<b>Account 3642 - Dues, Travel &amp; Training</b>	<b>Total</b>	<b>5,200</b>	<b>5,200</b>
Mileage	600	600	
Training	2,500	2,500	
GMIS International conference	2,000	2,000	
Dues - GMIS International	100	100	



# Information Technology Department Budget: 2017

		<u>2017</u>	<u>2018</u>
Account 3650 - Professional Services	Total	70,200	78,700
Internet Access		3,500	3,500
Local Area Network- Charter Communications fiber optic connectivity at \$5,250 per month. (Increase for new court location approximately 850/mo)		63,000	69,000
Outside Consultant		2,500	5,000
Backup to Cloud (\$100 per month)		1,200	1,200

Account 0361 - Capital Additions	Total	39,000	45,000
Replace computers, laptops, tablets and monitors in various departments. Approximately 30 devices on 4 year replacement cycle @ 600 each plus monitors as needed			25,000
Replace two network switches purchased in 2008			8,000
Replace two servers on 4 year replacement cycle			12,000



City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**HOUSING RESOURCE CENTER DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
3710-Salaries	29,485	44,450	44,881	44,881
3713-Employees' Benefits	9,798	13,402	11,921	11,921
3721-Uniforms	450	450	450	450
3732-Office Supplies & Maint.	998	1,000	1,000	1,000
3742-Dues, Travel, Training	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
Total	41,731	60,302	59,252	59,252

**PERSONNEL SERVICES**

Full-time	21,469	21,900	21,900
Part-time	22,981	22,981	22,981
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	44,450	44,881	44,881

**PERSONNEL SCHEDULE**

Administrative Assistant*	0.50
Community Development Specialist p/t*	0.36
Volunteer Coordinator p/t	<u>0.48</u>
Total	1.34

Full-time 0.50

Total Personnel 1.34

Full-time Equivalent (Part-time) 0.84

\*50% of the wages and benefits for the full-time Administrative Assistant and the part-time Community Development Specialist are paid out of Community Development Block Grant Funds.

Housing Resource Center Department Budget: 2018

2017      2018

<b>Account 3710 - Salaries</b>			
Full-time Employees			
Administrative Assistant - wage split with Community Development Fund		<u>0.5</u>	<u>0.5</u>
Total full-time employees		0.5	0.5
Part-time Employees			
Community Development Specialist: 1 each x 52 weeks x 29 hours per week =		0.4	0.4
1,508 hours (50% of wage paid by Community Development Fund)			
Volunteer Coordinator: 1 each x 1,000 hours		<u>0.5</u>	<u>0.5</u>
Total part-time employees		0.9	0.9
<b>Account 3721 - Uniforms</b>		<b>Total</b>	
		450	450
Clothing allowance for all Full-time and Part-time employees		450	450
<b>Account 3732 - Office Supplies</b>		<b>Total</b>	
		1,000	1,000
Miscellaneous office supplies		1,000	1,000
<b>Account 3742 - Dues, Travel &amp; Training</b>		<b>Total</b>	
		1,000	1,000
Mileage reimbursement		1,000	1,000

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**LEGISLATIVE DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2016</u>	<u>Budget</u> <u>2017</u>	<u>Proposed</u> <u>2018</u>	<u>Adopted</u> <u>2018</u>
3810-Salaries	105,612	105,612	105,612	105,612
3813-Legislative Benefits	23,922	23,923	26,035	26,035
3842-Dues, Travel, Training	<u>22,329</u>	<u>31,000</u>	<u>31,000</u>	<u>31,000</u>
Total	151,863	160,535	162,647	162,647

**PERSONNEL SERVICES**

Full-time	0	0	0
Part-time	105,612	105,612	105,612
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	105,612	105,612	105,612

**PERSONNEL SCHEDULE**

Councilmember's	<u>9.00</u>	
Total	9.00	Full-time 0.00
		Full-time Equivalent (Part-time) 0.00
Total Personnel	9.00	Elected Officials 9.00

## Legislative Department Budget: 2018

2017      2018

Account 3810 - Salaries			
Elected Officials			
Council members		9	9
Account 3842 - Dues, Travel & Training		Total	
		31,000	31,000
Mailings, news letters, printing, business cards, seminars, conferences, meetings, mileage, city logo jackets and shirts, and other miscellaneous items.		27,000	27,000
Citywide ward picnics		4000	4,000

City of Florissant Operating Budget  
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**SENIOR SERVICES DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
3910-Salaries	90,040	96,321	95,881	95,881
3913-Employees' Benefits	37,470	39,764	41,910	41,910
3921-Uniforms	148	200	200	200
3926-Utilities	4,095	6,600	6,600	6,600
3929-Bldg., Maint. & Supply	5,382	7,500	7,400	7,400
3932-Office Supplies & Maint.	1,362	2,200	2,000	2,000
3942-Dues, Travel & Training	214	500	500	500
3950-Professional Services	8,076	14,900	19,900	19,900
3951-Senior Citizen Lunches	17,127	28,800	36,960	36,960
3954-Publicity	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
<b>Total</b>	165,414	198,285	212,851	212,851

**PERSONNEL SERVICES**

Full-time	77,520	79,085	79,085
Part-time	18,801	16,796	16,796
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	96,321	95,881	95,881

**PERSONNEL SCHEDULE**

Senior Citizen Coordinator	1.00	<u>Dining Center</u>	
Clerk Typist	<u>1.00</u>	Support Staff p/t	0.68
Total	2.00	Custodian p/t	<u>0.25</u>
		Total	0.93
		Full-time	2.00
Total Personnel	2.83	Full-time Equivalent (Part-time)	0.93

Senior Services Department Proposed Budget: 2018

2017 2018

<b>Account 3910 - Salaries</b>			
Full-time Employees			
Senior Citizen Coordinator		1	1
Clerk Typist		<u>1</u>	<u>1</u>
	Total full-time employees	2	2
Part-time Employees			
Part-Time Senior Office Support 2 x 12.5 hrs/week x 52 weeks	hours	1,300	1,300
Part-Time Senior Office Support: trips, 2 x 10 trips x 6 hours per trip	hours	120	120
Custodian: 1 x 6 hrs/week x 52 weeks	hours	<u>520</u>	<u>312</u>
	Total part-time hours	1,940	1,732
<b>Account 3921 - Uniforms</b>		<b>Total</b>	
Uniform shirts for Dining Center Employees		200	200
<b>Account 3926 - Utilities</b>		<b>Total</b>	
Sewer		900	900
Ameren		2,400	2,400
Water		260	260
Laclede Gas		2,500	2,500
Trash		540	540
<b>Account 3929 - Building, Maintenance &amp; Supplies</b>		<b>Total</b>	
Pest Control (\$600) & Termite Protections (\$100) at Dining Center		700	700
Microphone/Speaker for Dining Center		500	0
Regular Maintenance - Dining Center		1,500	1,500
Janitorial Supplies for Dining Center - cleaning supplies, batteries, air freshener refills, trash bags, light bulbs, etc.		700	700
Catering Supplies - Serving utensils, plates, trays, napkins, etc.		2,300	2,300
Food Purchases for Dining Center - birthday cakes, diabetic desserts, tea, coffee, lemon juice, sugar, creamer, etc.		750	750
Serving Equipment for Dining Center - tea dispenser, coffee pot, sterno, serving cart, microwave.		300	300
Mat and mat cleaning for lobby and kitchen		550	550
Decorations and Entertainment for Dining Center		200	600
<b>Account 3932 - Office Supplies &amp; Maintenance</b>		<b>Total</b>	
Office Supplies (\$700), film development (\$200), & computer supplies (\$500)		1,400	1,400
North County Gala Expenses		100	100
Paper supplies - New Years Eve brochures, tickets, special paper for events, flyers for parties, dances, etc.		700	500

Senior Services Department Proposed Budget: 2018

		2017	2018
Account 3942 - Dues, Travel, Training	Total	500	500
Mileage - in town		500	500
Account 3950 - Professional Services	Total	14,900	19,900
Speakers & Program Expenses		600	800
Trips & Tours		14,000	18,850
Appreciation lunch for volunteer Tax Preparers		250	250
Appreciation donation to Spring & Twig Garden Club for Dining Center Plant			
Maintenance		50	0
Account 3951 - Senior Citizen Lunches	Total	28,800	36,960
Based on 3 days weekly catered by local restaurants @ \$7.00 each. 100 days			
with 30 guests = \$21,000, 57 days with 40 guests = \$15,960			
		28,800	36,960
Account 3954 - Publicity	Total	1,500	1,500
Senior citizen events and activities to be printed in the City of Florissant			
Parks and Recreation Guide		1,500	1,500

**SENIOR CITIZEN PROPOSED 2018 BUDGET**  
**EXPLANATION OF FUNDING OF SENIOR CITIZEN ACTIVITIES**

**Account 3951 Senior Citizen Lunches:** *The majority of funds requested in this account are reimbursed in Revenue Account #3480 as diners pay the full cost of their lunch.* The meals that are not covered include certain cancellations and comped lunches for entertainers, guest speakers and employees at Holiday Parties only.

**Account 3929 Building, Maintenance & Supplies:** Besides pest control, catering, cleaning supplies and all operational costs of the Dining Center, entertainment and events at the dining center are paid for out of this account.

**Senior Citizen Events and Programs:** Funding is provided through the cooperation of the City of Florissant budget, the Florissant Senior Citizen Commission Account and the Silver Words Account. Also, to help defray the cost of some of the events, the Senior Office solicits donations and attendance prizes from local businesses. Listed below is a breakdown of which account handles which activities.

- **City of Florissant Account 3950 Professional Services:** This account funds six senior citizen trips, all speaking and special events. *The six Senior Trips are fully reimbursed in Revenue Account 3481 as guests pay for their trip.*
- **Senior Commission Advisory Account:** The Senior Commission Account funds five parties and four dances along with the Mayor's Town Hall Meeting and Resource Fair. The party and dance expenses are reimbursed with the purchase of a ticket for the event. The Senior Coordinator is the Secretary for this Commission and is a signatory on the Senior Commission Account. All of these events are planned and carried out by the Senior Office with the help of the Senior Commission.
- **Silver Words Account:** The Silver Words Club is a club for Widow/Widowers and Single Seniors. The Senior Coordinator attends and conducts all monthly meetings as well as plans all six trips and entertainment events for this club. The trips are fully reimbursed by the ticket price of the trip.



## 2018 Senior Citizen Trips – Professional Service Account #3950

Expenses for the following trips are paid for out of the Senior Citizen Professional Service Account #3950 and are totally reimbursed in revenue account #3481 as guests pay for their tickets. We calculate 50 guests on each trip.

January: Casino Trip/Buffer	
Ticket Price: \$27.00	BUDGET \$1,350
Buffer: \$20.50 Bus: \$5.50 Staff: \$1.00	
March: Cathedral Concerts – Ambassadors of Harmony/Dinner	
Ticket Price: \$56.00	BUDGET \$2,800
Concert: \$20.00 Bus: \$5.50 Dinner: \$28.50 Staff: \$2.00	
May: Glenn Miller at Lindenwood/ Lunch	
Ticket Price: \$69.00	BUDGET \$3,450
Concert: \$33.00 Bus: \$5.50 Lunch: \$28.50 Staff: \$2.00	
July: Muny Production/ Dinner	
Ticket Price: \$68.00	BUDGET \$3,400
Muny: \$35.00 Bus: \$5.50 Dinner: \$25.50 Staff: \$2.00	
September: Paddlewheel Boat /Lunch	
Ticket Price: \$52.00	BUDGET \$2,600
Paddleboat: \$20.00 Bus: \$5.50 Lunch: \$24.50 Staff: \$2.00	
November: Scott Air Force Base Tour/Lunch	
Ticket Price: \$42.00	BUDGET \$2,100
Tour: \$10.00 Bus: \$5.50 Lunch: \$24.50 Staff: \$2.00	
December: Fox, Sheldon or Peabody/Lunch	
Ticket Price: \$63.00	BUDGET \$3,150
Fox: \$30.00 Bus: \$5.50 Lunch: \$25.50 Staff: \$2.00	
 Trips and Tours Total in Account #3950 Professional Services	 \$18,850

2018 Silver Words Senior Trips – funded by the Silver Words Account #1120190 (held by the City of Florissant) and totally reimbursed in the same acct as guests pay for their tickets.

February:	Peabody “Buddy Holly Story”/Dinner
April:	Bellefontaine Cemetery Tour/Lunch
June:	History Museum 100 <sup>th</sup> year of the Muny/Lunch
August:	Alton Little Theater/Lunch
October:	Stages/Lunch
December:	Christmas Light Tour/Dinner

City of Florissant Operating Budget  
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**ADMINISTRATIVE DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4010-Salaries	983,070	1,007,904	1,040,966	1,009,321
4013-Employees' Benefits	380,285	409,277	418,753	412,693
4014-Residency Incentive Program	110,950	120,000	78,000	109,200
4015-Unempl. Claim Reserve	21,814	20,000	15,000	15,000
4021-Uniforms	0	0	100	100
4023-Postage & Printing	48,283	60,000	60,000	60,000
4031-Supplies - City Functions	698	5,500	3,500	3,500
4032-Office Supplies & Maint.	39,085	48,100	54,500	54,500
4033-Copy Equip. Rental & Supplies	51,136	47,400	47,400	47,400
4041-Mayor's Expense	9,981	10,000	10,000	10,000
4042-Travel & Training	7,040	10,300	10,800	10,800
4050-Professional Services	443,181	349,720	219,520	348,520
4053-Legal Notices & Advertising	3,767	12,000	8,000	10,000
4054-Service Awards	3,108	12,000	8,000	8,000
4055-Insurance, Fire & Liability	915,999	875,000	342,800	893,300
4056-Organization Dues	23,941	24,150	24,270	24,270
4058-Boards & Commissions	745	2,000	2,000	2,000
4059-Election Expense	<u>10,800</u>	<u>30,000</u>	<u>12,000</u>	<u>12,000</u>
Total	3,053,883	3,043,351	2,355,609	3,030,604

**PERSONNEL SERVICES**

Full-time	988,647	973,106	941,185
Part-time	15,924	64,527	66,469
Overtime	<u>3,333</u>	<u>3,333</u>	<u>1,667</u>
Total Personnel Services	1,007,904	1,040,966	1,009,321

**PERSONNEL SCHEDULE**

<u>Office of the Mayor</u>		<u>Office of the City Clerk</u>	
Mayor	1.00	City Clerk/Legislative Assistant	1.00
Executive Assistant to the Mayor	<u>1.00</u>	Deputy City Clerk	1.00
Total	2.00	Receptionist	1.00
<u>Finance Department</u>		Mailroom/Printing Clerk	1.00
Director of Finance	1.00	Duplicating Equipment Operator p/t	0.50
Assistant Director of Finance	1.00	Document Scanning Intern p/t	<u>0.38</u>
Accounting Clerk	4.00	Total	4.88
Cashier	<u>1.00</u>	<u>Economic Development Department</u>	
Total	7.00	Economic Dev. Coordinator	0.00
<u>Human Resources</u>		Economic Dev. Coordinator p/t	0.73
Director of Human Resources	1.00	<u>Community Development Office</u>	
Human Resource Specialist	<u>1.00</u>	Comm. Dev. Coordinator	1.00
Total	2.00		
Total Personnel		Full-time	
		15.00	
		Full-time Equivalent (Part-time)	
		1.61	
		Full-time Elected Official	
		1.00	

## Administration Budget: 2018

2017 2018

**Account 4010 - Salaries**

## Full-time Employees

Mayor	1	1
Executive Assistant to the Mayor	1	1
Director of Finance	1	1
Assistant Director of Finance	1	1
Accounting Clerk	4	4
Cashier	1	1
Director of Human Resources	1	1
Human Resource Specialist - additional position	1	1
Economic Development Coordinator	1	0
Community Development Coordinator	1	1
City Clerk/Legislative Assistant	1	1
Deputy City Clerk	1	1
Receptionist	1	1
Mailroom/Printing Clerk	<u>1</u>	<u>1</u>
Total full-time employees	17	16

## Part-time Employees

Duplicating Equipment Operator: 1 ea x 52 wks x 20 hrs/wk	hours	1,040	1,040
Economic Development Coordinator: 1 ea x 52 wks x 29 hrs/wk	hours	0	1,508
Intern for Document Scanning: 1 ea x 30 wks x 20 hrs/wk plus 200 hours	hours	<u>600</u>	<u>800</u>
Total part-time hours		1,640	3,348
Overtime: Audit, Month and Year End Reports, Other	dollars	5,000	1,667

**Account 4013 - Employees' Benefits**

FICA, Pension, Medical, Dental, Life Insurance, Long-term disability

**Account 4014 - Residency Incentive Program** Total 120,000 109,200

Program to reward city employees for choosing to live in the City of Florissant:

91 employees x \$100 per month x 12 months

**Account 4015 - Unemployment Claim Reserve** Total 20,000 15,000

1993 state law requires the city to pay all unemployment claims regardless of fault.

2014 \$5,046, 2015 \$11,278, 2016 \$21,814, 2017 \$1,170 for 2 quarters

**Account 4021 - Uniforms** Total 0 100

City logo shirts for Human Resources department 0 100

**Account 4023 - Postage & Printing** Total 60,000 60,000

Lease contract on postage machine and scale (\$250/mo x 12 months)	3,000	3,000
Supplies for Postage Machine	1,000	1,000
Fees for Bulk Rate Permit #65	24,500	24,500
Forms and supplies, postage supplies, ink cartridges	1,500	1,500
City Calendar postage	0	3,500
Postage	30,000	26,500

# Administration Budget: 2018

		2017	2018
Account 4031 - Supplies - City Functions	Total	5,500	3,500
Materials and supplies for various ceremonies and receptions (flag retiring, etc.)		1,500	1,500
Miscellaneous: frames, safe repair, food, safe deposit box, Sam's Club membership (\$45), photos, pins, etc.		4,000	2,000
Account 4032 - Office Supplies & Maintenance	Total	48,100	54,500
Finance (01): \$5,000 misc. office supplies, \$500 envelopes, \$1,600 letterhead & envelopes, \$1,000 receipt forms, \$1,000 office chairs, \$1,000 toner		10,100	10,100
Software support for accounting software (includes Business License package)		28,000	29,000
Output Processor module to facilitate document distribution and access		0	5,400
City Clerk (02): Office supplies (includes microfilm)		6,500	6,500
Software support for aXs document management software		1,000	1,000
Human Resources (03): Office Supplies		1,500	1,500
Economic Development (04): \$200 office supplies, \$800 demographics package		1,000	1,000
Account 4033 - Copy Equipment & Supplies	Total	47,400	47,400
Monthly Copier Rental/Maintenance: includes Public Works, Administration, Government Building, Print Room, Housing, and the Park Department.		43,200	43,200
Paper Supplies		4,200	4,200
Account 4041 - Mayor's Expense	Total	10,000	10,000
Discretionary in town expenses, Rotary, auto, travel, and misc.			
Account 4042 - Travel & Training	Total	10,300	10,800
In town expenses and out of town travel for Department Heads and staff			
Director of Finance and Purchasing (11)		3,500	3,500
Director of Human Resources (12)		1,800	2,300
City Clerk (13)		3,500	3,500
Economic Development Director (14)		1,500	1,500
Account 4050 - Professional Services	Total	349,720	348,520
Audit - \$18,600 annual audit, \$5,000 GASB 45 & 75 OPEB (01)		19,400	23,600
City Attorney (01)		216,000	216,000
Annual maintenance fee for the city codebook (01)		2,500	2,500
Miscellaneous professional services (01)		4,000	4,000
Flexible Spending Account - exposure for un-reimbursed medical (01)		3,000	3,000
Flexible spending account fees (01)		8,100	7,700
Historic book restoration - restoring old minute and ordinance books (01)		2,500	2,500
Liquor license record checks - \$11 x 20 (01)		220	220
Legislative consulting services - Missouri legislature (01)		24,000	24,000
Employee service, recognition and cost saving suggestion awards (01)		5,000	0
Public Relations consultant (01)		12,000	12,000



## Administration Budget: 2018

2017 2018

<b>Account 4050 - Professional Services (con't)</b>			
Liens: File and release liens and easements with St. Louis County (01)		500	500
Bank Fees - \$500 x 12 mo. (02)		6,000	6,000
Human Resources: \$2,000 drug & alcohol testing, \$6,000 new employment physicals, drug, psychological and written testing, \$1,000 hepatitis vaccinations, \$1,000 employee seminars and training, \$3,000 employee record checks, \$1,500 health and wellness (05)		14,500	14,500
Advertising (062)		32,000	32,000
<b>Account 4053 - Legal Notices and Advertising</b>	<b>Total</b>	<b>12,000</b>	<b>10,000</b>
City Clerk - public hearing ads (50 ads at \$30 each)		2,500	1,500
Purchasing - bid ads (75 ads at \$20 each)		2,500	1,500
Human Resources - help wanted ads for full and part-time positions. Includes purchase of Applicant Pro, a tool to provide for on-line applications.		7,000	7,000
<b>Account 4054 - Service Awards</b>	<b>Total</b>	<b>12,000</b>	<b>8,000</b>
\$3,500 Boards & Commissions Appreciation Dinner, \$2,000 employee service awards, \$2,500 employee appreciation event			
<b>Account 4055 - Insurance, Fire, &amp; Liability</b>	<b>Total</b>	<b>875,000</b>	<b>893,300</b>
General liability, property, inland marine, crime, liquor, employee benefits, law enforcement, employment practices, public entity management, public entity employment related practices, and automobile		325,000	400,000
Excess liability		31,000	0
Excess earthquake liability		12,500	13,000
Deductible - general liability coverage		50,000	54,500
Workers Compensation Insurance		440,000	400,000
Flood Insurance		3,500	3,800
Accident & Sickness Policy		1,000	1,000
Pollution Liability - fuel storage tanks		4,000	12,000
Public Officials Liability Bond: Mayor, Director of Finance, City Clerk		1,000	1,000
Cyber Liability		7,000	8,000
<b>Account 4056 - Organization Dues</b>	<b>Total</b>	<b>24,150</b>	<b>24,270</b>
<u>General</u>	Sub	<u>21,800</u>	<u>21,800</u>
North County, Inc. (2% automatic increase every year)		8,500	8,500
Florissant Old Town Partners		50	50
Greater North County Chamber of Commerce		350	350
Missouri Municipal League		5,700	5,700
Municipal League of Metro St. Louis		7,200	7,200
National League of Cities (\$4,500)		0	0
<u>Mayor Thomas P. Schneider</u>	Sub	<u>350</u>	<u>350</u>
Metro Mayors of St. Louis		350	350
Engineers Club of St. Louis		0	0

## Administration Budget: 2018

2017 2018

Account 4056 - Organization Dues (con't)			
<i>Randal J. McDaniel: Director of Finance, Purchasing &amp; Risk Mgmt.</i>	Sub	<u>760</u>	<u>885</u>
Government Finance Officers Association of the US & Canada (\$595)		0	0
Association for Financial Professionals		450	450
Missouri Association of Public Employee Retirement Systems (MAPERS)		100	100
Government Finance Officers Association of Missouri (GFOA of Missouri)		100	100
Florissant Valley Kiwanis		110	110
Missouri Notary Public Commission (Expires January 28, 2018)		0	125
<i>Sonya Brooks-White: Director of Personnel</i>	Sub	<u>450</u>	<u>445</u>
International Public Management Association for Human Resources (IPMA-HR)		150	0
IPMA-HR Greater St. Louis Chapter		0	145
Human Resource Management Association		300	300
<i>Karen Goodwin: City Clerk</i>	Sub	<u>490</u>	<u>490</u>
International Institute of Municipal Clerks		300	300
Missouri City Clerks & Finance Officers Association		65	65
Municipal Clerks & Finance Officers of Missouri Eastern Chapter		35	35
National Association of Parliamentarians		90	90
Missouri Notary Public Commission (Expires 2022)		0	0
<i>Bob Russell: Director of Economic Development</i>	Sub	<u>300</u>	<u>300</u>
International Council of Shopping Centers		100	100
Missouri Economic Development Council		200	200
<b>Account 4058 - Boards &amp; Commissions</b>			
	Total	2,000	2,000
Travel & expenses for boards and commissions, name plates		1,000	1,000
Subscriptions and publications		500	500
Planning & Zoning in-town training		500	500
<b>Account 4059 - Election Expense</b>			
	Total	30,000	12,000
City Council odd ward elections scheduled for 2018			12,000

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**MUNICIPAL COURT DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4110-Salaries	464,795	492,825	305,678	305,458
4113-Employees' Benefits	128,741	134,957	119,538	119,481
4132-Office Supplies & Maint.	8,274	10,400	8,900	10,300
4142-Dues, Travel, Training	3,602	5,250	4,250	4,250
4150-Professional Service	<u>37,061</u>	<u>61,750</u>	<u>61,500</u>	<u>61,500</u>
Total	642,473	705,182	499,866	500,989

**PERSONNEL SERVICES**

Full-time	257,557	222,900	222,680
Part-time	235,268	82,778	82,778
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	492,825	305,678	305,458

**PERSONNEL SCHEDULE**

<u>Municipal Court</u>		<u>Elected Positions</u>	
Court Clerk	1.00	Judge	1.00
Assistant Court Clerk - Court	4.00	<u>Appointed Positions</u>	
Assistant Court Clerk p/t	<u>0.73</u>	Provisional Judge	
Total	5.73	Public Defender	
		Full-time	5.00
		Full-time Equivalent (Part-time)	0.73
Total Personnel	5.73	Elected Officials	1.00

## Municipal Court Budget: 2018

2017 2018

Account 4110 - Salaries			
Full-time Employees			
Court Clerk		1	1
Assistant Court Clerk - Municipal Court		4	4
Assistant Court Clerk - Prosecuting Attorney		<u>1</u>	<u>0</u>
Total full-time employees		6	5
Part-time Employees			
Regular or Call Dockets			
2 dockets per month with 2 Attorneys present	dockets	48	0
Appointed Judge 1 docket per month	dockets	12	12
DWS/DWR Dockets			
1 docket per month with 1 Attorney present	dockets	12	0
Housing Dockets			
1 docket per month with 2 Attorneys present	dockets	24	0
Trial Dockets			
1 dockets per month with 2 Attorneys present	dockets	24	0
Appointed Judge 1 docket every other month	dockets	6	6
Attorney Dockets			
1 docket per month with 2 Attorneys present	dockets	24	0
Failure To Appear Dockets			
1 docket per month with 1 Attorney present	dockets	12	0
Appointed Judge 1 docket every other month	dockets	6	6
Prosecuting Attorney Office Hours: 30 hours/month	hours	204	0
Assistant Prosecuting Attorney Office Hours: 2 hours/month	hours	60	0
Public Defender: 10 hours total as needed	hours	10	10
Reserve Police Officer (Bailiff): 0 x 29 hours x 52 weeks	hours	1,508	0
Assistant Court Clerk: 1 x 29 hours x 52 weeks	hours	1,508	1,508
Account 4132 - Office Supplies		Total	10,400 10,300
Printing supplies		2,000	2,000
Office machine maintenance		300	300
General office supplies		6,000	6,000
File cabinets (4)		2,100	2,000
Account 4142 - Dues, Travel and Training		Total	5,250 4,250
Judges Association dues/conferences/seminar training (in-state)		2,000	2,000
Court Clerk Association dues/conferences/seminar training (in-state). Increase to provide for an Assistant Court Clerk to work towards certification.		1,250	2,250
Prosecutors Association dues/conference/seminar training (in-state) (3)		2,000	0
Account 4150 - Professional Services		Total	61,750 61,500
Maintenance support, communications and network access fees		3,200	3,200
Shared server license, interface, software maintenance		50,000	50,000
Bank fees - \$200 per month x 12 mo.		2,400	2,400
Court ordered tests and expenses		1,250	1,000
Records destruction		900	900
Interpreter for the deaf as needed		1,000	1,000
Mental Health Court fees		3,000	3,000



City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**PROSECUTING ATTORNEY DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
XX10-Salaries	0	0	176,103	161,003
XX13-Employees' Benefits	0	0	27,048	25,893
XX32-Office Supplies & Maint.	0	0	1,400	1,400
XX42-Dues, Travel, Training	<u>0</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>
Total	0	0	207,051	190,796

**PERSONNEL SERVICES**

Full-time	0	41,247	41,247
Part-time	0	134,856	119,756
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	0	176,103	161,003

**PERSONNEL SCHEDULE**

Municipal Court

Appointed Positions

Assistant Court Clerk - Prosecutor 1.00

Total 1.00

Prosecuting Attorney

Assistant Prosecuting Attorney

Full-time 1.00

Total Personnel 1.00

Full-time Equivalent (Part-time) 1.00

# Prosecuting Attorneys Budget: 2018

2017

2018

Account xx10 - Salaries				
Full-time Employees				
Assistant Court Clerk - Prosecuting Attorney			0	1
	Total full-time employees		0	1
Part-time Employees				
Regular or Call Dockets				
2 dockets per month with 2 Attorneys present	dockets		0	48
DWS/DWR Dockets				
1 docket per month with 1 Attorney present	dockets		0	12
Housing Dockets				
1 docket per month with 2 Attorneys present	dockets		0	24
Trial Dockets				
1 dockets per month with 2 Attorneys present	dockets		0	24
Attorney Dockets				
1 docket per month with 2 Attorneys present	dockets		0	24
Failure To Appear Dockets				
1 docket per month with 1 Attorney present	dockets		0	12
Prosecuting Attorney Office Hours: 30 hours/month	hours		0	260
Assistant Prosecuting Attorney Office Hours: 2 hours/month	hours		0	24

Account xx32 - Office Supplies	Total	0	1,400
Printing supplies		0	500
General office supplies		0	500
File cabinets (1)		0	400

Account xx42 - Dues, Travel and Training	Total	0	2,500
Prosecutors Association dues/conference/seminar training (in-state)		0	2,500

## HEALTH DEPARTMENT

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4210-Salaries	514,262	552,866	0	544,854
4213-Employees' Benefits	157,939	188,664	0	191,215
4221-Uniforms & Allowance	3,431	3,600	0	3,600
4226-Utilities	7,850	11,000	0	11,000
4227-Gasoline & Oil	32,774	46,000	0	48,000
4229-Building & Equip.	22,322	29,400	0	32,000
4232-Office Supplies & Maint.	4,733	8,000	0	9,000
4233-Materials & Supplies	31,590	35,000	0	36,000
4242-Dues, Travel, Training	430	3,000	0	5,000
4250-Professional Service	<u>10,845</u>	<u>50,000</u>	<u>0</u>	<u>40,000</u>
<b>Total</b>	786,176	927,530	0	920,669

## PERSONNEL SERVICES

Full-time	337,183	0	339,874
Part-time	192,350	0	191,980
Overtime	<u>23,333</u>	<u>0</u>	<u>13,000</u>
Total Personnel Services	552,866	0	544,854

## PERSONNEL SCHEDULE

<u>Health Department</u>		<u>Transportation</u>	
Class "A" Foreman	1.00	FLERT Bus Driver	2.00
Class "A" Person	1.00	FLERT Bus Drivers p/t	0.85
Class "B" Person	1.00	Senior Citizen Bus Drivers p/t	<u>1.51</u>
Class "C" Person	2.00	Total	4.36
Clerk Typist	2.00		
Kennelman p/t	2.90		
Summer Laborers p/t	<u>2.46</u>		
Total	12.36		
		Full-time 9.00	
Total Personnel 16.72		Full-time Equivalent (Part-time) 7.72	

Health Department Budget: 2018

2017 2018

<b>Account 4210 - Salaries</b>			
Full-time employees			
Class "A" Foreman	1	1	
Class "A" Person	1	1	
Class "B" Person	1	1	
Class "C" Person	2	2	
Clerk Typist	2	2	
FLERT Bus Driver	<u>2</u>	<u>2</u>	
Total full-time employees	9	9	
Part-time employees			
1 ea. Part-time Kennelmen: 52 weeks @ 29 hrs/week	6,032	6,032	
1 ea. Part-time Summer Help: 32 weeks @ 40 hrs/week	<u>5,120</u>	<u>5,120</u>	
Sub-total Kennelmen and Summer Help hours	11,152	11,152	
Fler Bus Drivers			
1 ea. Part-time Bus Driver: 52 weeks @ 20 hrs/week	1,040	1,040	
Weekend (Sat. & Sun.) 1 ea. @ 2 days @ 7 hrs/day x 52 weeks	<u>728</u>	<u>728</u>	
Sub-total Fler Bus Driver Hours	1,768	1,768	
Senior Citizen Bus Drivers			
Kids Summer Program: 1 man x 6 hrs. x 6 weeks = 36 MH's	66	36	
Fish Program: 1 man x 2 hrs. x 7 weeks = 14 MH's	14	14	
Club Meetings (Mon & Wed): 2 days x 2 men x 4 hrs x 52	832	832	
Sunday Church Services: 1 man x 4 hrs x 50 weeks	200	200	
Trips: 2 men x 146 trips x 7 hrs.	2,044	2,044	
Valley of Flowers: 2 men x 1 days x 7 hrs.	<u>14</u>	<u>14</u>	
Sub-total Senior Citizen Bus Driver Hours	3,170	3,140	
Total Part-time hours	16,090	16,060	
Overtime	Total Amount	23,333	13,000
Court appearances, emergency Police call-outs, fire damaged structures, mosquito control and fogging, dog bite cases, storm damage events, foreclosures (clean-up junk at curb), Valley of Flowers, Fall Festival, Electronic Recycling Event, Document Shredding Event, EQC Commission, etc.			
<b>Account 4213 – Employees' Benefits</b>			
FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability			
<b>Account 4221 – Uniform &amp; Safety Shoes</b>			
	Total	3,600	3,600
Clothing allowance for all FT and PT employees ...	2,700	2,700	
T-shirts for full-time, part-time and seasonal field employees	900	900	
<b>Account 4226 – Utilities</b>			
	Total	11,000	11,000
Electric, gas, water, sewer, trash collection, phone, cable TV ...			

# Health Department Budget: 2018

2017 2018

Account 4227 – Health/Buses Gasoline	Total	46,000	48,000
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Fuel for pickup trucks, vehicle ULV's, foggers, hand fogger, lawn mowers, walk-behinds, weed eaters, and other related equipment  
Oil for pickups, ULV's, Grizzly foggers, mowers and weed eaters  
Bus-1, Bus-2, Bus-3, Bus-4, and ADA Van-1  
Gasoline, tires, fluids, lubricants, maintenance, parts, supplies, etc.

Account 4229 – Building Maintenance & Supplies	Total	29,400	32,000
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Radio repairs and maintenance for base, mobile and walkie/talkie units  
ULV's repairs and maintenance for motors and blowers, as needed  
Weed Eaters: parts for repairs  
Dog, cat, raccoon and possum traps and cages as needed  
Related small equipment repairs (hoses, tubing, tune-up kits, etc.)  
Building maint., repairs, supplies and materials including paint, solvents, janitorial supplies,  
3 each Weed Eaters at \$500/ea.= \$1,500  
2 each Handheld Blowers at \$429/ea.= \$858  
1 each Commercial 30" Push Mower = \$1,600  
1 each Backpack Blower = \$500

Account 4232 – Office Supplies / Printing	8,000	9,000
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Printing, office supplies, forms, typewriter and adding machine, cameras, computers, iPads, printers and copy machine maintenance, operating supplies and maintenance, ink cartridges ...

Account 4233 – Materials & Supplies	Total	35,000	36,000
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Anvil for ULV's mosquito fogging, flushing solvent for cleaning ULV's, Altoside or Aqua/Bac briquettes to treat stagnate water for mosquito control  
Round-Up #5 for weed control. Pine-O-Lene disinfectant for kennel  
Liqui-zyme Odor Eliminator, Bacterial/Enzyme Action  
Rompum, Ketaset & Meticorton chemical used in animal control  
Dog & cat food ... and supplies ... Rodent cakes for baiting residential and commercial properties, creeks and sewers ... Insecticide chemicals for roach's, wasps, bees, spiders, etc.

Account 4242 – Dues/Travel/Training	Total	3,000	5,000
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Flyers, publications and office training manuals  
Pesticide license renewals and animal control training certification  
Mileage, trip lunches, seminars, etc.

Account 4250 – Professional Services	Total	50,000	40,000
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Rat/rodent control in creeks and resident rodent control by contractor  
Veterinarian treatment of injured animals, possible court cases and rabies shots for adoptions  
Trash/debris/junk removal, eviction cleanup, tree/brush/vegetation removal, grass/weed cutting on residential/commercial properties as needed ... by the City and/or by Contractor  
Educational handouts and promotions for Recycling  
Animal Disposal through St. Louis County  
Electronic Recycling (spring) and Shredding (spring) Events  
Contract for grass cutting... \$20,000

**RECREATION DEPARTMENT-THEATER**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4310-Salaries	140,927	149,047	151,760	151,760
4313-Employees' Benefits	48,001	63,937	65,720	65,720
4321-Uniforms & Allowance	208	250	250	250
4329-Bldg. Maint. & Supplies	5,491	7,700	7,700	7,700
4332-Office Supplies & Maint.	12,114	14,140	12,640	12,640
4342-Dues, Travel, Training	3,800	3,800	3,800	3,800
4350-Professional Services	7,371	6,000	6,000	6,000
4352-Theater Workshop	96,798	182,267	176,995	176,995
4354-Publicity	<u>10,791</u>	<u>14,150</u>	<u>12,850</u>	<u>12,850</u>
Total	325,501	441,291	437,715	437,715

**PERSONNEL SERVICES**

Full-time	134,404	137,117	137,117
Part-time	14,643	14,643	14,643
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	149,047	151,760	151,760

**PERSONNEL SCHEDULE**

Theater Manager	1.00
Assistant Theater Manager	1.00
Administrative Assistant	1.00
Clerk Typist p/t	<u>0.73</u>
Total	3.73

Full-time 3.00

Total Personnel 3.73

Full-time Equivalent (Part-time) 0.73



## FCC Theatre Budget: 2017

2017      2018

<b>Account 4310 - Salaries</b>			
Full-time Employees			
Theater Manager		1	1
Assistant Theater Manager		1	1
Administrative Assistant		<u>1</u>	<u>1</u>
	Total full-time employees	3	3
Part-time Employees			
Clerk-Typists: 29 hrs/wk x 52 weeks x 2nd year rate	hours	1,508	1,508
	Total part-time hours	1,508	1,508

<b>Account 4321 - Uniforms</b>	<b>Total</b>	<b>250</b>	<b>250</b>
Sport coats, uniform shirts and cleaning as needed		250	250

<b>Account 4329 - Theater Building Maintenance and Supplies</b>	<b>Total</b>	<b>7,700</b>	<b>7,700</b>
General maintenance, repair and supplies for sound system		800	800
Bulbs, gel, light instrument repair and maintenance		3,100	3,100
Miscellaneous repair and hardware items		1,850	1,850
Light board service call contract		850	850
Floor care products		300	300
House and lobby carpet cleaning		800	800

<b>Account 4332 - Office Supplies/Printing</b>	<b>Total</b>	<b>14,140</b>	<b>12,640</b>
Books, subscriptions, and memberships		400	100
Paper and printing		3,000	2,800
Mailing supplies		3,000	3,000
Small office supplies		1,200	1,700
ThunderTix programming fees for twelve months		5,040	5,040
Ticket stock - purchase on a two year cycle		1,500	0

<b>Account 4342 - Travel &amp; Training</b>	<b>Total</b>	<b>3,800</b>	<b>3,800</b>
Showcase of Performing Arts for Young People - Philadelphia, PA		1,300	1,300
Arts Midwest Conference - Indianapolis, Indiana		1,300	1,300
Outside expenses for Missouri Arts Council and MACAA		500	500
Mileage for local business calls and related functions		300	300
Dues/registration - Intl. Assoc. of Performing Arts for Young People		400	400

FCC Theatre Budget: 2017

		<u>2017</u>	<u>2018</u>
Account 4350 - Professional Services	Total	6,000	6,000
Bank fees, charge card fees, service fees - \$500 per month		6,000	6,000

Account 4352 - Theatre Workshop	Total	182,267	176,995
Contemporary outdoor concerts including technical needs (Music Under the Stars: Butch Wax & Hollywood's, Billy Peek, Bob Kuban, etc.)		16,000	15,000
Summer playground "Creative Dramatics Workshop" and Arts Assembly		16,500	13,800
St. Louis Family Theatre Series		85,180	81,610
Valley of Flowers Festival		49,000	49,000
Missouri Association of Community Arts Agencies (MACAA) membership		250	250
Family Theatre (Matching funds: grant from the Missouri Arts Council and Regional Arts Commission)		11,637	13,835
Entertainment for the Fall Festival		2,500	2,500
"Poetry Out Loud" regional competition (reimbursable)		1,200	1,000

Account 4354 - Publicity	Total	14,150	12,850
FCC Theatre schedules		4,200	3,150
Special PR, mailing list, box office PR		2,600	3,600
St. Louis Visitors & Convention Comm. and Arts & Education Council		450	450
Discover Florissant display ads around Metro St. Louis		1,500	1,600
Postage for four Theater mailings - Calendar of Events (3) and Valley of Flowers brochure (1) at \$1,350 per mailing		5,400	4,050

Account 096143 - Capital Additions	Total	0	0
Prior year capital additions		0	0



**RECREATION DEPARTMENT - CIVIC AND COMMUNITY CENTERS**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4410-Salaries	1,253,859	1,329,415	1,266,088	1,260,088
4413-Employees' Benefits	256,422	292,219	298,950	297,471
4426-Utilities	<u>273,097</u>	<u>352,800</u>	<u>305,500</u>	<u>305,500</u>
Total	1,783,378	1,974,434	1,870,538	1,863,059

**PERSONNEL SERVICES**

Full-time		507,331	515,350	515,350
Part-time		810,084	738,738	738,738
Overtime		<u>12,000</u>	<u>12,000</u>	<u>6,000</u>
Total Personnel Services		1,329,415	1,266,088	1,260,088

**PERSONNEL SCHEDULE**

Superintendent of Recreation	1.00	Recreation Leaders II & III p/t	8.30
Center Director I	2.00	Receptionists p/t	5.94
Recreation Specialist	2.00	Custodians p/t	4.95
Clerk Typist	3.00	Park Rangers p/t	3.21
Custodian I	<u>4.00</u>	Rink Mgrs, Guards, Cashiers p/t	2.93
Total	12.00	JJE Pool Manager, Head Guard p/t	1.88
		JJE Pool Lifeguards p/t	4.13
		Concession Stand Manager p/t	0.96
		Concession Stand Cashiers p/t	1.52
		Instructors	
		ADA Compliance	
		Total	33.82
		Full-time	12.00
Total Personnel	45.82	Full-time Equivalent (Part-time)	33.82

## JJE/JFK Building Hours for the General Public

Monday - Friday: 6 a.m. - 9 p.m.    Saturday: 8 a.m. - 7 p.m.    Sunday: 10 a.m. - 6 p.m.

## Summer Hours: Memorial Day weekend to Labor Day

Monday - Friday: 6 a.m. - 8 p.m.    Saturday: 8 a.m. - 5 p.m.    Sunday: 10 a.m. - 5 p.m.

The Community Centers will be closed to the public in observance of the following holidays:

Christmas Eve	Easter	Labor Day	Independence Day
Christmas Day	Memorial Day	Thanksgiving Day	New Years Day

Account 4410 - Salaries	2017	2018
<b>Full-time Employees</b>		
Superintendent of Recreation	1	1
Center Director I	2	2
Recreation Specialist	2	2
Clerk Typist	3	3
Custodian	4	4
Total full-time employees	12	12
<b>Part-time Employees</b>		
Recreation Leader III	JJE Pool Manager	Park Rangers
Recreation Leader II - Fitness Center	JJE Pool Head Guards	Instructors
Concession Managers and Cashiers	JJE Pool Lifeguards	Rink Managers
Receptionists	Custodians	Rink Guards
ADA Compliance		Rink Cashiers

Overtime: \$6,000

Recreation Leader III (Supervisors)

JJE/JFK: 2,426 hours x 2 facilities = 4,852 hours x 2 <sup>nd</sup> year rate	hours	5,580	4,852
Theater: 1 x 25 hours/week x 52 weeks plus 1 x 12 hours/week x 52 weeks = 1,924 hours x 2 <sup>nd</sup> year rate	hours	1,924	1,924

Recreation Leader II

JJE/JFK Fitness Center: 4,514 hours x 2 facilities = 9,028 hours x 2 <sup>nd</sup> year rate	hours	9,756	9,028
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Receptionists

Customer Service Desk:

JFK: 4,136 hours x 2 <sup>nd</sup> year rate	hours	4,500	4,136
250 hours (special events/training) x 2 <sup>nd</sup> year rate	hours	500	250
JJE: 6,291 x 2 <sup>nd</sup> year rate	hours	6,655	6,291
350 hours (special events/training) x 2 <sup>nd</sup> year rate	hours	700	350

	<u>2017</u>	<u>2018</u>
1. <b>Operating income</b>	1,000	1,000
2. <b>Depreciation and amortization</b>	100	100
3. <b>Provision for doubtful accounts</b>	20	20
4. <b>Gain on sale of equipment</b>	10	10
5. <b>Loss on sale of investments</b>	10	10
6. <b>Change in accounts payable</b>	10	10
7. <b>Change in accounts receivable</b>	10	10
8. <b>Change in inventory</b>	10	10
9. <b>Change in prepaid expenses</b>	10	10
10. <b>Change in deferred tax assets</b>	10	10
11. <b>Change in other non-current assets</b>	10	10
12. <b>Change in other non-current liabilities</b>	10	10
13. <b>Change in other current assets</b>	10	10
14. <b>Change in other current liabilities</b>	10	10
15. <b>Change in cash and cash equivalents</b>	10	10
16. <b>Change in cash and cash equivalents</b>	10	10
17. <b>Change in cash and cash equivalents</b>	10	10
18. <b>Change in cash and cash equivalents</b>	10	10
19. <b>Change in cash and cash equivalents</b>	10	10
20. <b>Change in cash and cash equivalents</b>	10	10
21. <b>Change in cash and cash equivalents</b>	10	10
22. <b>Change in cash and cash equivalents</b>	10	10
23. <b>Change in cash and cash equivalents</b>	10	10
24. <b>Change in cash and cash equivalents</b>	10	10
25. <b>Change in cash and cash equivalents</b>	10	10
26. <b>Change in cash and cash equivalents</b>	10	10
27. <b>Change in cash and cash equivalents</b>	10	10
28. <b>Change in cash and cash equivalents</b>	10	10
29. <b>Change in cash and cash equivalents</b>	10	10
30. <b>Change in cash and cash equivalents</b>	10	10
31. <b>Change in cash and cash equivalents</b>	10	10
32. <b>Change in cash and cash equivalents</b>	10	10
33. <b>Change in cash and cash equivalents</b>	10	10
34. <b>Change in cash and cash equivalents</b>	10	10
35. <b>Change in cash and cash equivalents</b>	10	10
36. <b>Change in cash and cash equivalents</b>	10	10
37. <b>Change in cash and cash equivalents</b>	10	10
38. <b>Change in cash and cash equivalents</b>	10	10
39. <b>Change in cash and cash equivalents</b>	10	10
40. <b>Change in cash and cash equivalents</b>	10	10
41. <b>Change in cash and cash equivalents</b>	10	10
42. <b>Change in cash and cash equivalents</b>	10	10
43. <b>Change in cash and cash equivalents</b>	10	10
44. <b>Change in cash and cash equivalents</b>	10	10
45. <b>Change in cash and cash equivalents</b>	10	10
46. <b>Change in cash and cash equivalents</b>	10	10
47. <b>Change in cash and cash equivalents</b>	10	10
48. <b>Change in cash and cash equivalents</b>	10	10
49. <b>Change in cash and cash equivalents</b>	10	10
50. <b>Change in cash and cash equivalents</b>	10	10
51. <b>Change in cash and cash equivalents</b>	10	10
52. <b>Change in cash and cash equivalents</b>	10	10
53. <b>Change in cash and cash equivalents</b>	10	10
54. <b>Change in cash and cash equivalents</b>	10	10
55. <b>Change in cash and cash equivalents</b>	10	10
56. <b>Change in cash and cash equivalents</b>	10	10
57. <b>Change in cash and cash equivalents</b>	10	10
58. <b>Change in cash and cash equivalents</b>	10	10
59. <b>Change in cash and cash equivalents</b>	10	10
60. <b>Change in cash and cash equivalents</b>	10	10
61. <b>Change in cash and cash equivalents</b>	10	10
62. <b>Change in cash and cash equivalents</b>	10	10
63. <b>Change in cash and cash equivalents</b>	10	10
64. <b>Change in cash and cash equivalents</b>	10	10
65. <b>Change in cash and cash equivalents</b>	10	10
66. <b>Change in cash and cash equivalents</b>	10	10
67. <b>Change in cash and cash equivalents</b>	10	10
68. <b>Change in cash and cash equivalents</b>	10	10
69. <b>Change in cash and cash equivalents</b>	10	10
70. <b>Change in cash and cash equivalents</b>	10	10
71. <b>Change in cash and cash equivalents</b>	10	10
72. <b>Change in cash and cash equivalents</b>	10	10
73. <b>Change in cash and cash equivalents</b>	10	10
74. <b>Change in cash and cash equivalents</b>	10	10
75. <b>Change in cash and cash equivalents</b>	10	10
76. <b>Change in cash and cash equivalents</b>	10	10
77. <b>Change in cash and cash equivalents</b>	10	10
78. <b>Change in cash and cash equivalents</b>	10	10
79. <b>Change in cash and cash equivalents</b>	10	10
80. <b>Change in cash and cash equivalents</b>	10	10
81. <b>Change in cash and cash equivalents</b>	10	10
82. <b>Change in cash and cash equivalents</b>	10	10
83. <b>Change in cash and cash equivalents</b>	10	10
84. <b>Change in cash and cash equivalents</b>	10	10
85. <b>Change in cash and cash equivalents</b>	10	10
86. <b>Change in cash and cash equivalents</b>	10	10
87. <b>Change in cash and cash equivalents</b>	10	10
88. <b>Change in cash and cash equivalents</b>	10	10
89. <b>Change in cash and cash equivalents</b>	10	10
90. <b>Change in cash and cash equivalents</b>	10	10
91. <b>Change in cash and cash equivalents</b>	10	10
92. <b>Change in cash and cash equivalents</b>	10	10
93. <b>Change in cash and cash equivalents</b>	10	10
94. <b>Change in cash and cash equivalents</b>	10	10
95. <b>Change in cash and cash equivalents</b>		

JJE/JFK: 2,864 hours x 2 facilities = 5,728 hours x 2 <sup>nd</sup> year rate	hours	6,456	5,728
1,750 hours (special events / training) x 2 <sup>nd</sup> year rate	hours	1,750	1,750
Theater: 2,080 hours x 2 <sup>nd</sup> year rate	hours	2,080	2,080

JFK (Rentals): 240 hours x Park Ranger Supervisor II 2 <sup>nd</sup> year rate	hours	240	240
896 hours x Park Ranger x 2 <sup>nd</sup> year rate	hours	896	896
JJE: Weekdays - 2,259 hours			
Weekends - 2,080 hours			
Special Events/Rink - 700 hours			
City Hall - 500 hours			
Total - 5,539 hours			
4,529 hours x Park Ranger x 2 <sup>nd</sup> year rate	hours	4,529	4,529
1,010 hours x Park Ranger Supervisor II 2 <sup>nd</sup> year rate	hours	1,010	1,010

Rink Managers: 1,700 hours x 2 <sup>nd</sup> year rate	hours	1,700	1,700
Rink Guards: 2,600 hours x 2 <sup>nd</sup> year rate	hours	2,600	2,600
Rink Cashiers: 1,800 hours x 2 <sup>nd</sup> year rate	hours	1,800	1,800

JJE Pool Managers: 1,560 hours x 2 <sup>nd</sup> year rate	hours	1,560	1,560
Head Guards: 2,340 hours x 2 <sup>nd</sup> year rate	hours	2,340	2,340
JJE Lifeguards: Public Sessions: 3,588 hours x LG 2 <sup>nd</sup> year rate	hours	3,588	3,588
Classes/Rentals: 5,000 hours x LG 2 <sup>nd</sup> year rate	hours	5,000	5,000

Managers: St. Ferdinand: 0 hours x 2 <sup>nd</sup> year rate	hours	500	0
Koch: 0 hours x 2 <sup>nd</sup> year rate	hours	751	0
Bangert: 751 hours x 2 <sup>nd</sup> year rate	hours	751	751
Cashiers: St. Ferdinand (includes Koch Cart Attendant):			
0 hours x 2 <sup>nd</sup> year rate	hours	900	0
KPFAC: 0 hours x 2 <sup>nd</sup> year rate	hours	1,502	0
Bangert: 751 hours x 2 <sup>nd</sup> year rate	hours	751	751

Total part-time hours	70,319	63,154
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Instructors:	80,000	80,000
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ADA Compliance:	1,500	1,500
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Account 4426 - Utilities	Total	352,800	305,500
Centers		347,300	300,000
Nature Lodge		5,500	5,500

**RECREATION DEPARTMENT - PLAYGROUND**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4510-Salaries	124,454	141,153	141,153	141,153
4513-F.I.C.A.	<u>9,521</u>	<u>10,798</u>	<u>10,798</u>	<u>10,798</u>
<b>Total</b>	133,975	151,951	151,951	151,951

**PERSONNEL SERVICES**

Full-time		0	0	0
Part-time		141,153	141,153	141,153
Overtime		<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services		141,153	141,153	141,153

**PERSONNEL SCHEDULE**

Directors p/t	0.47
Assistant Directors p/t	0.64
Playground Recreation Leaders p/t	<u>6.48</u>
Total	7.59

Full-time 0.00

Total Personnel 7.59

Full-time Equivalent (Part-time) 7.59

# Summer Playground Budget: 2018

2017    2018

Program Dates: June 4 - July 13, 2018

Program dates subject to change based on local school district schedules

The summer playground program is a six week program. There is no camp on July 4th.

Account 4510 - Part-time Seasonal
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## Directors

320 hours + 9 orientation hours = 329 hours

329 hours x 3 Directors = 987 hours x 2 <sup>nd</sup> year rate	hours	987	987
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## Assistant Directors

264 hours + 9 orientation hours = 273 hours

273 hours x 4 Assistant Directors = 1,092 hours x 2 <sup>nd</sup> year rate	hours	1,092	1,092
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## Playground Recreation Leaders

187.5 hours + 15 orientation hours & training hours = 202.5 hours

202.5 hours x 48 Playground Recreation Leaders =

9,720 hours x 2 <sup>nd</sup> year rate	hours	9,720	9,720
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202.5 hours x 13 Playground Recreation Leaders =

2,632 hours x 1 <sup>st</sup> year rate	hours	2,632	2,632
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## Special Needs Recreation Leaders

187.5 hours + 15 orientation hours & training hours = 202.5 hours

202.5 hours x 2 Special Needs Recreation Leaders =

405 hours x 2 <sup>nd</sup> year rate	hours	405	405
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## “BEFORE AND AFTER CARE” PROGRAM

Monday - Friday, 7:30am - 9:00am and 3:00pm - 5:30pm, 6 weeks

## Assistant Directors

120 hours x 2 Assistant Directors = 240 hours x 2 <sup>nd</sup> year rate	hours	240	240
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## Playground Recreation Leaders

120 hours x 6 Playground Recreation Leaders =

720 hours x 2 <sup>nd</sup> year rate	hours	720	720
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Total part-time hours	15,796	15,796
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The Summer Playground Program is held 9am - 3pm each weekday for a six week period. There is a nine hour orientation session for the entire staff before the program begins.

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**RECREATION DEPARTMENT - BANGERT POOL**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4610-Salaries	136,550	149,092	170,446	170,446
4613-F.I.C.A.	9,701	11,406	13,039	13,039
4626-Utilities	<u>33,337</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
<b>Total</b>	179,588	195,498	218,485	218,485

**PERSONNEL SERVICES**

Full-time		0	0	0
Part-time		149,092	170,446	170,446
Overtime		<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services		149,092	170,446	170,446

**PERSONNEL SCHEDULE**

Pool Manager p/t	0.44
Head Guard p/t	0.37
Lifeguards p/t	5.86
Cashiers p/t	<u>0.74</u>
<b>Total</b>	7.41

Total Personnel 7.41

Full-time 0.00

Full-time Equivalent (Part-time) 7.41

**RECREATION DEPARTMENT - KOCH AQUATIC CENTER**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
5610-Salaries	167,993	173,664	0	0
5613-F.I.C.A.	12,851	13,285	0	0
5626-Utilities	<u>54,599</u>	<u>65,000</u>	<u>0</u>	<u>0</u>
<b>Total</b>	235,443	251,949	0	0

**PERSONNEL SERVICES**

Full-time		0	0	0
Part-time		173,664	0	0
Overtime		<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services		173,664	0	0

**PERSONNEL SCHEDULE**

Pool Manager p/t	0.00
Head Guard p/t	0.00
Lifeguards p/t	0.00
Cashiers p/t	<u>0.00</u>
<b>Total</b>	0.00

Total Personnel 0.00

Full-time 0.00

Full-time Equivalent (Part-time) 0.00

# Bangert Pool Budget: 2018

2017 2018

Pool Season: May 26 - August 5, 2018 (72 days of operation)

Weekends Only: August 6 - September 3, 2018 (9 days of operation)

Hours of operation: Daily 12:30 - 7:30pm Holidays 12:30 - 5:00pm

Total Days of Operation in 2018: 81 (2017: 81 Days of Operation)

## Account 4610 - Salaries: Part-time Seasonal

### Pool Manager

9.5 hours x 81 days = 770 hours x 2<sup>nd</sup> year rate hours 770 770

### Head Guard

9.5 hours x 81 days = 770 hours x 2<sup>nd</sup> year rate hours 770 770

### Lifeguards

9.5 hours x 81 days = 770 hours x 14 Lifeguards = 10,780 hours

10,780 hours x Lifeguard 2<sup>nd</sup> year rate hours 8,470 10,780

### Cashiers (Admission)

9.5 hours x 81 days = 770 hours x 2 Cashiers = 1,540

1,540 hours x 2<sup>nd</sup> year rate hours 1,540 1,540

### Swim Team

4 hours x 35 days = 140 hours

140 hours x Pool Manager 2<sup>nd</sup> year rate hours 140 140

4 hours x 35 days = 140 hours x 4 Lifeguards = 560 hours

560 hours x Lifeguard 2<sup>nd</sup> year rate hours 560 560

Swim Team Coaches Salaries: 9,000 10,000

### Swim Lessons (youth)

2 hours x 16 days = 32 hours x 16 Lifeguards = 512 hours

512 hours x Lifeguard 2<sup>nd</sup> year rate hours 768 512

### Swim Lessons (adult)

1 hour x 16 days = 16 hours x 0 Lifeguards =

0 hours x 2nd year rate (program discontinued) hours 32 0

### Playground Swim

2 hours x 12 days = 24 hours x 14 Lifeguards = 336 hours

336 hours x Lifeguard 2<sup>nd</sup> year rate hours 264 336

Total part-time hours 13,314 15,408

Pre-season training, prep-work and post-season winterizing: 5,000 5,000

Special events, programs and rentals: 2,500 2,500

## Account 4626 - Utilities

Total 35,000 35,000



# Koch Park Family Aquatic Center Budget: 2018

2017 2018

Pool Season: Pool will not be opened during 2018 (0 days of operation)

Total Scheduled Days of Operation in 2018: 0 (2017: 65 Days of Operation)

## Account 5610 - Salaries: Part-time Seasonal

### Pool Manager

0 hours x 45 days = 0 hours x 2<sup>nd</sup> year rate

0 hours x 20 days = 0 hours x 2<sup>nd</sup> year rate

0 hours x 2<sup>nd</sup> year rate hours 573 0

### Head Guard

0 hours x 45 days = 0 hours

0 hours x 20 days = 0 hours

0 hours x 2 Head Guards = 0 hours x 2<sup>nd</sup> year rate hours 1,146 0

### Lifeguards

0 hours x 45 days = 0 hours

0 hours x 20 days = 0 hours

0 hours x 22 Lifeguards = 0 hours x 2<sup>nd</sup> year rate hours 12,606 0

### Cashiers (Admissions)

0 hours x 45 days = 0 hours

0 hours x 20 days = 0 hours

0 hours x 3 Cashiers = 0 hours x 2<sup>nd</sup> year rate hours 1,719 0

### Playground Swim

0 hours x 12 days = 0 hours x 0 Lifeguards = 0 hours

0 hours x Lifeguard 2<sup>nd</sup> year rate hours 528 0

Total part-time hours 16,572 0

Pre-season training, prep-work and post-season winterizing: 7,500 0

Special events, programs and rentals: 2,500 0

Account 5626 - Utilities	Total	65,000	0
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**RECREATION DEPARTMENT - PARKS**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4710-Salaries	343,137	253,558	267,090	250,738
4713-Employees' Benefits	80,264	77,148	83,328	79,148
4726-Utilities	68,927	114,200	119,000	119,000
4750-Professional Services	<u>28,656</u>	<u>52,000</u>	<u>44,000</u>	<u>44,000</u>
Total	520,984	496,906	513,418	492,886

**PERSONNEL SERVICES**

Full-time	174,740	192,603	177,251
Part-time	76,818	72,487	72,487
Overtime	<u>2,000</u>	<u>2,000</u>	<u>1,000</u>
Total Personnel Services	253,558	267,090	250,738

**PERSONNEL SCHEDULE**

<u>Office of the Director</u>		<u>Park Rangers</u>	
Director of Parks & Recreation	1.00	Senior Park Ranger	1.00
Administrative Assistant	<u>1.00</u>	Park Rangers p/t	<u>2.62</u>
Total	2.00	Total	3.62
		<u>Part-time and Seasonal Staff</u>	
		Umpires and Referees - contract	<u>0.00</u>
		Total	0.00
		Full-time	3.00
Total Personnel	5.42	Full-time Equivalent (Part-time)	2.62

# Parks Budget: 2018

		<u>2017</u>	<u>2018</u>
<b>Account 4710 - Salaries</b>			
<u>Full-time Employees</u>			
Director of Parks and Recreation		1	1
Administrative Assistant		1	1
Senior Park Ranger		<u>1</u>	<u>1</u>
Total full-time employees		3	3
Overtime: \$1,000			
<u>Part-time Employees</u>			
Park Rangers:			
All Parks: 35 hours x 52 weeks = 1,820 hours			
1,820 hours x 2nd year rate	hours	1,820	1,820
All Parks: 45.5 hours x 20 weeks (peak season) = 910 hours			
910 hours x 2nd year rate	hours	910	910
St. Ferdinand & Koch Parks: 45.5 hours x 22 weeks			
x 2 Ranger = 2,002 hours x 2nd year rate	hours	2,002	2,002
Nature Lodge: Weekday hours discontinued	hours	416	0
Special Activities and Rentals: 310 hours x 2nd year rate	hours	310	310
Total part-time hours		5,458	5,042
Field Supervisors and Referees:	dollars	20,000	20,000
<b>Account 4726 - Utilities</b>			
	Total	114,200	119,000
Parks		114,200	119,000
<b>Account 4750 - Professional Services</b>			
	Total	52,000	44,000
Umpires contracted through the ASA or USA Softball		40,000	32,000
Charge card fees		12,000	12,000

City of Florissant Operating Budget  
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**RECREATION DEPARTMENT - GOLF COURSE**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
0610-Salaries	311,297	302,746	307,092	304,790
0613-Employees' Benefits	72,739	91,314	93,745	93,155
0621-Uniforms & Allowance	814	1,000	1,000	1,000
0623-Postage & Printing	1,441	1,696	1,696	1,696
0626-Utilities	60,739	67,200	67,200	67,200
0627-Gasoline	8,295	20,000	20,000	20,000
0628-Merchandise	53,033	110,750	110,750	110,750
0629-Bldg., Maint., & Supplies	84,163	105,000	105,000	105,000
0630-Equipment Repairs	27,903	25,000	30,000	30,000
0632-Office Supplies & Maint.	3,261	3,500	3,500	3,500
0642-Dues, Travel, Training	3,423	4,080	4,080	4,080
0650-Professional Services	97,735	98,550	100,750	100,750
0654-Publicity	<u>11,224</u>	<u>7,000</u>	<u>8,000</u>	<u>8,000</u>
Total	736,067	837,836	852,813	849,921

**PERSONNEL SERVICES**

Full-time	162,995	164,295	161,993
Part-time	139,751	142,797	142,797
Overtime	<u>0</u>	<u>0</u>	<u>0</u>
Total Personnel Services	302,746	307,092	304,790

**PERSONNEL SCHEDULE**

<u>Course Operations</u>		<u>Course Maintenance</u>	
Golf Clubhouse Manager	1.00	Golf Course Superintendent	1.00
Asst. Golf Clubhouse Manager	1.00	Golf Course Mechanic	0.00
Pro Shop Staff p/t	1.14	Golf Course Laborer	1.00
Cart Attendants p/t	1.17	Laborer p/t	0.73
Food & Beverage Staff p/t	<u>1.42</u>	Groundskeeper I p/t	<u>2.25</u>
Total	5.73	Total	4.98

Full-time 3.00

Full-time Equivalent (Part-time) 6.71

Total Personnel 10.71

# Golf Course Budget: 2018

2017 2018

Revenue	575,000	615,000
Account 12010 - Green Fees	230,000	235,000
Account 12210 - Cart Fees	190,000	200,000
Account 12500 - Pro Shop Sales	45,000	50,000
Account 12600 - Concession Sales and Fees	100,000	120,000
Account 12910 - Other Miscellaneous	10,000	10,000

## Expenditures

### Account 0610 - Salaries

#### Full-time Employees

Golf Clubhouse Manager (reclassified from Grade 4 to Grade 5)	1	1
Assistant Golf Clubhouse Manager	1	1
Golf Course Superintendent	1	1
Golf Course Mechanic	1	0
Golf Course Laborer	0	1
Total full-time employees	4	4

#### Part-time Employees

Total hours	13,948	13,948
Pro Shop Manager: 1 emp. x 29 hours x 52 weeks	hours 1,508	1,508
Pro Shop Staff: 1 emp. x 30 hours x 29 weeks	hours 870	870
Cart Attendants: 6 emp. x 15 hours x 27 weeks	hours 2,430	2,430
Groundskeeper I: 6 emp. x 30 hours x 26 weeks	hours 4,680	4,680
Laborer: 1 emp. x 29 hours x 52 weeks	hours 1,508	1,508
Food & Beverage Manager: 1 emp. x 28 hours x 34 weeks	hours 952	952
Food & Beverage: 4 emp. x 20 hours x 25 weeks	hours 2,000	2,000

### Account 0613 - Employee Benefits

F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability

Account 0621 - Uniforms and Allowances	Total	1,000	1,000
Full-time and part-time employees		1,000	1,000

Account 0623 - Postage & Printing	Total	1,696	1,696
Postage		96	96
Printing scorecards, signage, miscellaneous items		1,600	1,600

# Golf Course Budget: 2018

		2017	2018
Account 0626 - Utilities	Total	67,200	67,200
Electric		12,000	12,000
Gas/Propane		2,500	2,500
Water		45,000	45,000
Sewer		1,000	1,000
Cable TV		3,500	3,500
Trash		1,200	1,200
Alarm		2,000	2,000
Account 0627 - Gas and Oil	Total	20,000	20,000
Gasoline, oil, tires, fluids, lubricants, maintenance, parts, supplies, etc. for golf course vehicles and equipment.		20,000	20,000
Account 0628 - Merchandise	Total	110,750	110,750
Pro Shop merchandise for resale: includes balls, tees, shirts, hats, gloves, etc.			
(01)		30,750	30,750
Concession supplies: includes beer, liquor, food, snacks, soda, etc. (02)		80,000	80,000
Account 0629 - Building Maintenance and Supplies	Total	105,000	105,000
00 Building Maintenance/Building Supplies	Sub	30,000	30,000
Includes materials and supplies such as portable outhouse rental, pest control, minor maintenance supplies such as hardware, paint, caulk, plumbing, electrical materials and supplies, cleaning supplies, linens, backflow preventer inspection, and various other supplies. Includes replacement banquet tables as needed.			
01 Building Maintenance/Course Supplies	Sub	75,000	75,000
Includes materials and supplies such as sand, top soil, sod, seed, flags, ball washers, bag stand, cups, pesticides, fungicides, herbicides, fertilizers, and other supplies. Also includes materials and supplies such as pipe, fittings and other items necessary to maintain the course irrigation system. Includes soil testing and small equipment repairs and maintenance.			
Account 0630 - Equipment Repairs	Total	25,000	30,000
Maintenance of course vehicles and equipment, including miscellaneous parts and supplies, tools, tire repairs, small engine parts and service, batteries, lights, radio work, upholstery, glass, etc.		25,000	30,000
Account 0632 - Office Supplies and Printing	Total	3,500	3,500
Pens, paper and various office supplies.		3,500	3,500

Golf Course Budget: 2018

		<u>2017</u>	<u>2018</u>
Account 0642 - Dues, Travel and Training	Total	4,080	4,080
GCSA dues - Golf Course Superintendent		375	375
MVGCSA dues		365	365
Course Supt.: PGA Show in San Antonio, Texas		1,500	1,500
Greater North County Chamber of Commerce		250	250
Northwest Chamber of Commerce		240	240
Certification expenses		200	200
Mileage for in-town travel		500	500
VGM Club - purchasing cooperative membership		500	500
Metropolitan Amateur Golf Association		150	150
Account 0650 - Professional Services	Total	98,550	100,750
<u>01 Miscellaneous</u>	Sub	<u>6,950</u>	<u>6,950</u>
Handicap Fees		1,000	1,000
Electric repair as needed		1,800	1,800
Tree removal		2,500	2,500
Hepatitis "A" Vaccinations		150	150
Operating Permits		1,500	1,500
<u>02 Bank Fees</u>	Sub	<u>6,800</u>	<u>6,800</u>
Bank and charge card fees		6,800	6,800
<u>06 Cart Lease and Rentals</u>	Sub	<u>84,800</u>	<u>87,000</u>
Cart Lease: 70,000 for the cart lease and 12,000 for property tax		79,800	82,000
Cart Rentals		5,000	5,000
Account 0654 - Publicity	Total	7,000	8,000
Advertising in newspaper, magazine, radio, and other media.		7,000	8,000
Account 0961 - Capital Additions (Park Improvement Fund)	Total	12,500	65,000
<u>Golf Course Equipment</u>	Sub	<u>7,500</u>	<u>60,000</u>
New articulated tractor			29,000
PrecisionCut Trim and Surrounds Mower			31,000
<u>Golf Course Improvements</u>	Sub	<u>5,000</u>	<u>5,000</u>
Various tee, bunker, fairway renovations		5,000	5,000

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**PUBLIC WORKS DEPARTMENT**

<u>Account</u>	<u>Actual</u> <u>2016</u>	<u>Budget</u> <u>2017</u>	<u>Proposed</u> <u>2018</u>	<u>Adopted</u> <u>2018</u>
4810-Salaries	2,373,018	2,524,137	2,659,027	2,461,490
4813-Employee's Benefits	927,576	1,013,090	1,085,520	1,016,800
4821-Uniforms & Allowance	9,442	9,900	10,900	9,900
4826-Utilities	90,905	101,000	101,000	101,000
4827-Gasoline	32,791	81,000	126,000	78,000
4832-Office Supplies & Maint.	20,437	22,500	26,250	24,000
4839-Ice/Snow Removal	119,296	0	117,750	117,750
4842-Dues, Travel, Training	24,963	36,735	31,006	31,006
4850-Professional Service	65,407	82,000	241,000	241,000
4851-Street Lighting	465,568	0	0	0
4875-Gasoline Control Account	<u>1,507</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Total	4,130,910	3,895,362	4,423,453	4,105,946

**PERSONNEL SERVICES**

Full-time	2,252,644	2,318,050	2,230,528
Part-time	174,826	241,977	181,462
Overtime	<u>96,667</u>	<u>99,000</u>	<u>49,500</u>
Total Personnel Services	2,524,137	2,659,027	2,461,490



## PUBLIC WORKS DEPARTMENT

### PERSONNEL SCHEDULE

#### Office of the Director

Director of Public Works	1.00
Executive Assistant	<u>1.00</u>
Total	2.00

#### Street Division

Street Superintendent	1.00
Permit/Inspection Clerk	1.00
Class "A" Foreman	1.00
Class "A" Person	2.00
Class "B" Person	2.00
Class "C" Person	3.00
Street Sweeper	1.00
Equipment Maintenance Supv.	1.00
Equipment Maint. Mechanic	2.00
Summer Laborers p/t	<u>1.15</u>
Total	15.15

#### Sewer Lateral

Permit/Inspection Clerk	1.00
Class "A" Person	1.00
Class "B" Person	1.00
Class "C" Person	<u>1.00</u>
Total	4.00

#### Engineering Division

City Engineer	1.00
Civil Engineer I	0.00
Engineering Intern p/t	0.00
Custodian	2.00
Custodian p/t	0.73
Chief Engineer	1.00
Building Maintenance	<u>2.00</u>
Total	6.73

#### Building Division

Building Commissioner	1.00
Plan Reviewer	1.00
Multi-Building Inspector	7.00
Inspector/Code Enforcement	1.00
Code Enforcement p/t	1.45
Lead Permit/Inspection Clerk	1.00
Permit/Inspection Clerk	8.00
Permit/Inspection Clerk p/t	1.45
Building/Housing Inspector p/t	<u>1.45</u>
Total	23.35

Full-time 45.00

Total Personnel 51.23

Full-time Equivalent (Part-time) 6.23



## Public Works: Building/Engineering/Street Budget 2018

2017    2018

## Account 4810 - Salaries

## Full-time employees

Director of Public Works	1	1
Executive Assistant	1	1
City Engineer	1	1
Building Commissioner	1	1
Plan Reviewer	1	1
Multi-Building Inspector	7	7
Code Enforcement Inspector	1	1
Lead Permit Inspection Clerk ... new position	0	1
Permit Inspection Clerk ... eliminate one position	11	10
Street Superintendent	1	1
Class "A" Foreman	1	1
Class "A" Person	3	3
Class "B" Person	3	3
Street Sweeper	1	1
Class "C" Person ... eliminate one position	5	4
Equipment Maintenance Supervisor	1	1
Equipment Maintenance Mechanic	2	2
Chief Engineer	1	1
Building Maintenance	2	2
Custodian I	<u>2</u>	<u>2</u>
Total full-time employees	46	45

## Part-time employees - Public Works

Bldg./Housing Inspector: 2 ea @ 52 weeks @ 29 hrs/week	3,016	3,016
Code Enforcement: 2 ea @ 52 weeks @ 29 hrs/week	3,016	3,016
Permit Inspection Clerk: 2 ea. @ 52 weeks @ 29 hrs/week	3,016	3,016
Summer Laborer: 4 ea. @ 15 weeks @ 40 hrs/week	2,400	2,400
Engineering Summer Intern: 0 ea. @ 15 weeks @ 40 hours	0	0
Custodian: 1 ea. @ 52 weeks @ 29 hrs/week	<u>1,508</u>	<u>1,508</u>
Total Public Works Part-time hours	12,956	12,956
Total Part-time hours	12,956	12,956

	<u>2017</u>	<u>2018</u>
1. <b>Operating income</b>	10,000	10,000
2. <b>Operating expenses</b>	10,000	10,000
3. <b>Operating income</b>	0	0
4. <b>Non-operating income</b>	0	0
5. <b>Non-operating expenses</b>	0	0
6. <b>Non-operating income</b>	0	0
7. <b>Income before taxes</b>	0	0
8. <b>Taxes</b>	0	0
9. <b>Income after taxes</b>	0	0
10. <b>Income before taxes</b>	0	0
11. <b>Taxes</b>	0	0
12. <b>Income after taxes</b>	0	0

## Overtime

Street Department: snow removal, storm damage, tree removal, street flooding, some street work, Saturday mechanics, special projects, emergencies, festivals, etc.

Building Division: inspections, Boards and Commission meetings, public hearings, additional scheduling and data entry duties by clerical staff; Police and Fire call outs, night & weekend inspections, office work in general, and emergencies.

Engineering Division: 1) Street work surveying, layout, contractor supervision, commission meetings, office work in general and emergencies and 2) Start up and shut down of pools, ice and roller rink, special events/festivals, HVAC emergency call outs, electric power outages and managing construction projects.

Transportation Division: special events.

Total Overtime Amount	96,667	49,500
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## Account 4813 – Employees' Benefits

FICA, Pension, Medical, Dental, Life Insurance, Long-term Disability

## Account 4821 – Uniforms &amp; Safety Shoes

Total	9,900	9,900
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Clothing allowance for all Full-time and Part-time employees	9,300	9,300
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T-Shirts for full-time, part-time and seasonal field employees and City logo shirts for City Engineer, Building Commissioner, Plan Reviewer and Director	600	600
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## Account 4826 – Utilities

Total	101,000	101,000
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Electric, natural gas, water, sewer, phone, trash collection, cable TV, etc.

Includes City Hall, Government Building, Sign Shop and City Garage

## Account 4827 – Gasoline

Total	81,000	78,000
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Major/Minor Construction Equipment, trucks, buses, vehicles and tools in Public Works and Transportation Departments ... Fuel, oil, lubrication, and hydraulic fluids costs are forecasted to remain high ... includes inspector vehicles added to fleet ...

### Fuel pump and tank repairs and maintenance

## Account 4832 – Printing &amp; Office Supplies

Total	22,500	24,000
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Supplies for City Hall, garage and transportation operations

### Photos, film and developing

Printing, copy paper, printer ink cartridges, drafting supplies, supply closet

### Printing of new residential "Welcome" packages

Printing of educational flyers for permits, residential and commercial guides

Code books/code update subscription services/NFPA

Equipment repairs and replacement (file cabinets, lamps, chairs, copier, computers, monitors, printers, cameras, typewriters, tables, iPads, etc.)

## Public Works: Building/Engineering/Street Budget 2018

2017    2018Account 4832 – Printing & Office Supplies (con't)

Miscellaneous batteries, computer supplies, software, publications, etc.  
 St. Louis County property records, maps and reports ...  
 Inspection sheets, permits, door tags  
 Minimum housing letters/envelopes, etc.  
 Computer software and software updates

<u>Account 4839 – Ice/Snow Removal</u>	<u>Total</u>	<u>0</u>	<u>117,750</u>
Salt: 1,500 Tons @ \$70.00/Ton = \$105,000		0	105,000
Calcium Chloride: 15,000 Gals. @ \$0.85/Gal.= \$12,750		0	12,750

Account 4842 – Dues/Travel/Training

<u>Dues</u>	<u>Sub</u>	<u>3,895</u>	<u>3,766</u>
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Director: Missouri Society of Prof. Engineers (\$212), Engineers Club (\$180), APWA Local & International (\$169) ...	561	561
City Engineer: Engineers Club (\$180), APWA Local & International (\$169)	439	349
Building Commissioner: ICC (\$240), MABOI (\$40), SLACE (\$35), AIA (\$551)	866	866
Building Inspectors: MABOI (10 @ \$40), ICC (10 @ \$35), SLACE (10 @ \$35)		

	1,100	1,100
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Plan Reviewer: MABOI (\$40), IAEI (\$120), SLACE (\$35), ICC (\$35)	230	230
Street Superintendent: APWA Local & International (\$169), ISSA (\$130)	299	260
Chief Engineer: Asbestos Certification Renewal, Stationary Engineer's License Fee	400	400

<u>Travel</u>	<u>Sub</u>	<u>20,000</u>	<u>15,000</u>
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Plan Reviewer, P/T Inspector, Bldg. Commissioner, Director, City Engineer, and others ... less Inspector vehicles ...	20,000	15,000
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## Public Works: Building/Engineering/Street Budget 2018

2017 2018

Account 4842 – Dues/Travel/Training (con't)			
Training	Sub	12,840	12,240
Director: Area Conferences and Seminars ...		400	400
APWA Conference and Equipment Show...		1,800	1,800
City Engineer: GIS, APWA and Area Seminars ...		800	800
Civil Engineer I: Local Seminars and Area Conferences ...		500	0
Building Commissioner: Area Code Conferences/Seminars, MABOI Fall Conference ...		1,300	1,300
Plan Reviewer: Area Code Conferences and Seminars, MABOI Fall Conference ...		1,300	1,300
Chief Engineer & Staff: Area Seminars, Conferences and Asbestos Classes/Certifications		900	800
Street Superintendent: Area Seminars		400	400
Street Personnel/Mechanics: Area Conferences		800	800
Building Inspectors: MABOI Fall Conference (3 @ \$680)		2,040	2,040
Area Code Seminars (3 @ \$400)		1,200	1,200
P/T Inspectors: Area Seminars		400	400
Exec. Asst. & Clerical Staff: Personal development classes		400	400
Computer & iPad Classes/Training		600	600

Account 4850 – Professional Services	Total	82,000	241,000
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Public Works Database rebuild and reconfiguration - cost estimated at \$220,000

Materials Testing

Traffic Consultation

Miscellaneous Public Works projects - design services

Testing of fire sprinkler systems and backflow preventers

Weather Service for Winter Storms \$3,200

Pedestrian Traffic Signal Maintenance and Repair by St. Louis County

Account 4875 – Gasoline Control Account	Total	25,000	25,000
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City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**POLICE DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
4910-Salaries	6,870,509	7,234,090	8,353,592	8,223,234
4913-Employee's Benefits	2,546,170	2,751,082	3,161,145	3,135,570
4914-Residency Incentive Program	0	0	31,200	0
4921-Uniforms & Allowance	84,676	95,980	92,500	90,000
4924-Telephone	0	0	76,000	0
4926-Utilities	46,241	62,500	73,500	62,500
4927-Gasoline	121,021	256,500	256,500	256,500
4929-Bldg., Maint., & Supplies	52,725	72,000	140,000	72,000
4930-Equip. Repair-Vehicle	47,338	66,800	61,800	61,800
4932-Office Supplies & Maint.	39,288	42,000	48,750	42,000
4933-Copy Equip. Rental & Supply	10,194	22,000	22,000	22,000
4934-Communication Service	281,010	306,000	326,000	326,000
4935-Armory Supplies & Guns	26,966	28,700	32,100	32,100
4942-Dues, Travel, Training	57,806	87,300	92,300	87,300
4950-Professional Service	0	0	171,000	0
4955-Insurance	0	0	550,500	0
4961-Capital Additions	83,397	85,000	0	0
4975-Gasoline Control Account	<u>3,968</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total	10,271,309	11,174,952	13,553,887	12,476,004

**PERSONNEL SERVICES**

Full-time	6,422,692	7,272,250	7,261,914
Part-time	248,699	483,854	379,413
Overtime	309,000	334,000	309,000
Holiday Pay	<u>253,699</u>	<u>263,488</u>	<u>272,907</u>
Total Personnel Services	7,234,090	8,353,592	8,223,234

## **POLICE DEPARTMENT**

### **PERSONNEL SCHEDULE**

<u>Office of the Chief</u>		<u>Bureau of Field Operations</u>	
Chief of Police	1.00	Captain	1.00
Administrative Assistant	<u>1.00</u>	Lieutenant	5.00
Total	2.00	Sergeant	6.00
<u>Bureau of Support Services</u>		Police Officer	58.00
Major	1.00	Reserve Officer p/t	2.90
Sergeant	1.00	Clerk Typist	<u>1.00</u>
Police Officer	3.00	Total	73.90
IT Director	0.50	<u>Bureau of Investigations</u>	
IT Manager	1.00	Captain	1.00
Dispatcher	9.00	Sergeant	2.00
Dispatcher p/t	2.90	Police Officer	10.00
Administrative Assistant	1.00	Transportation Correction Officers	
Clerk Typist	3.00	and Corrections Officers	<u>6.00</u>
Custodian	0.00	Total	19.00
Class "C" Person	1.00		
Custodian p/t	<u>0.73</u>		
Total	24.13		

	Full-time 112.50
Total Personnel 119.03	Full-time Equivalent (Part-time) 6.53



Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 491001: SALARIES
--------------------------

<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 6,676,391	\$ 7,279,328	Full-time Salaries (including holidays)
\$ 309,000	\$ 309,000	Overtime
\$ 248,699	\$ 379,413	Part-time Salaries
\$ 7,234,090	\$ 7,967,741	TOTAL

FULL-TIME EMPLOYEES
---------------------

<u>2017</u>	<u>2018</u>	
1.0	1.0	Chief of Police
1.0	1.0	Major
2.0	2.0	Captains
5.0	5.0	Lieutenants
9.0	9.0	Sergeants
71.0	71.0	Police Officers
0.0	0.0	Police Officer Grant Positions (Unfilled)/Academy Recruit
0.0	0.5	Information Technology Director (wage split with IT Dept.)
1.0	0.0	Information Technology Administrator
0.0	1.0	Information Technology Manager (new position)
1.0	2.0	Administrative Assistant (one additional position)
5.0	4.0	Clerks Typists (one less position)
1.0	0.0	Custodian (position eliminated)
0.0	1.0	Class "C" (new position)
6.0	6.0	Corrections/Transport Officers
<u>9.0</u>	<u>9.0</u>	Dispatchers
112.0	112.5	TOTAL FULL-TIME EMPLOYEES

Information Technology Director: New position to oversee all information technology operations for the city. Wages will be split between the Police Department and the Information Technology Department.

Administrative Assistant: Proposed change to eliminate one Clerk Typist position and add one additional Administrative Assistant position.

Custodian: Proposed change to eliminate the Custodian position and add one Class "C" position to handle the job duties currently being handled by the Custodian .

Florissant Police Department  
Fiscal Year 2018 Budget

**PART-TIME EMPLOYEES**

Reserve Officers: The City has hired part-time Police Officer/Rangers to patrol the city parks. These part-time Officers are fully commissioned police officers working 29 hours a week. The Officers will patrol the city parks, recreation centers and nature lodge enforcing the ordinances and keeping the peace.

Part-time Dispatchers: Allows for better scheduling and helps save overtime paid to full-time dispatchers. These hours help to reduce the amount of paid overtime needed to cover vacations, illnesses, training, and other uncovered shifts in the schedule. The budget reflects the total number of hours requested without limiting the number of actual part-time dispatchers needed in order to maximize the utility of the part-time dispatchers.

<u>2017</u>	<u>2018</u>	
-	-	Dispatchers: 116 hours/week x 52 weeks = 6,032 hours
1	1	Custodian: 1 x 29 hours/week x 52 weeks = 1,508 hours
4	6	Reserve Officers (Police Park Rangers and Bailiffs): 6 x 29 hours/week x 52 weeks = 9,048 hours
4,524	6,032	Dispatcher hours
1,508	1,508	Custodian hours
<u>6,032</u>	<u>9,048</u>	Reserve Officer hours
12,064	16,588	TOTAL PART-TIME HOURS



Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 491002: OVERTIME
--------------------------

<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 230,000	\$ 230,000	General Overtime
\$ 20,000	\$ 20,000	DEA Reimbursed Overtime
\$ 20,000	\$ 20,000	FBI Reimbursed Overtime
\$ 39,000	\$ 39,000	Grant Reimbursed Overtime
\$ -	-	Mid-Year Appropriation
<u>\$ 309,000</u>	<u>\$ 309,000</u>	TOTAL

Overtime funding for 2018 reflects the following items.

General Overtime: This overtime includes court appearances and court security; investigation of serious crimes; unusual occurrences; holiday foot patrols; surveillances; special details including the Valley of Flowers Festival, Fourth of July Program, Old Town Fall Festival, the Veteran's Parade; and staffing vacation and sick-time relief, especially in communications. We will continue to utilize compensatory time in lieu of overtime where possible.

DEA Reimbursed Overtime: The Department has one detective assigned to the U. S. Drug Enforcement Administration's St. Louis Drug Task Force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the DEA. This item is adjusted based on the salary of the officers assigned

FBI Reimbursed Overtime: The Department was able to place one Detective in this violent crime task force. The task force agreement requires that the detective be paid a fixed overtime differential that is reimbursed to the City by the FBI. This item is adjusted based on the salary of the officers assigned

Grant Reimbursed Overtime: The Department has received traffic grant awards for overtime projects for 2018.

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4921: UNIFORMS
------------------------

<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 17,200	\$ 18,500	Uniform Cleaning & Repair
\$ 49,000	\$ 51,000	Uniform Purchase & Replacement
\$ 16,000	\$ 16,000	Detective Clothing Allowance
\$ 4,000	\$ 4,500	Badge Replacement and Repair
		Ballistic vests awarded through a Local Law
\$ 9,780	\$ -	Enforcement Block Grant
\$ 95,980	\$ 90,000	TOTAL

Uniform Cleaning & Repair: The department provides dry cleaning of uniforms and detective clothing. An increase of \$1,300 for 2018 is requested.

Uniform Purchase & Replacement: This covers the cost of replacing uniforms and body armor. A United States Department of Justice BVP 50/50 match grant was awarded in 2017 but no funds have been awarded to the Department for 2018. New grants have been applied for. However, it is unknown as to whether the department will receive those. A \$ 2,000 increase for 2018 is requested.

Detective Clothing Allowance: No increase is requested for 2018.

Badge Replacement and Repair: These funds provide for the repair and replacement of badges. Requested increase of \$500 for 2018

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4926: UTILITIES
-------------------------

<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 42,000	\$ 42,000	Electricity
\$ 11,000	\$ 11,000	Natural Gas
\$ 5,000	\$ 5,000	Water
\$ 2,500	\$ 2,500	Sewer
\$ 2,000	\$ 2,000	Trash
<u>\$ 62,500</u>	<u>\$ 62,500</u>	TOTAL

Utilities: This account reflects the various utilities used by the police department.

ACCOUNT 4927: GASOLINE
------------------------

<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 255,000	\$ 255,000	Gasoline
\$ 1,000	\$ 1,000	Pump Repair
\$ 500	\$ 500	Pump Inspections
<u>\$ 256,500</u>	<u>\$ 256,500</u>	Total

Gasoline: The cost of regular unleaded gasoline fluctuates wildly. The average cost is currently around \$2.10 for 2017. At this time it is anticipated that current funding is sufficient.

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4929: BUILDING and JAIL MAINTENANCE
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<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 1,500	\$ 1,500	Rug Rental
\$ 500	\$ 500	Fire Extinguisher Service
\$ 21,500	\$ 21,500	Prisoner Supplies
\$ 8,000	\$ 8,000	Janitorial Supplies
\$ 500	\$ 500	Pest Control
\$ 37,500	\$ 37,500	Building Repairs (HVAC/ Electrical/Plumbing)
\$ 2,500	\$ 2,500	Furniture and Fixtures
\$ 72,000	\$ 72,000	Total

Rug Rental: This item reflects the rental cost of runners and rugs for slip and fall protection. No increase for 2018.

Fire Extinguisher Service: This item reflects the annual inspection, service and if necessary, replacement of fire extinguishers in the police department headquarters. No increase for 2018.

Prisoner Supplies: This item covers the cost of prisoner meals and medications as well as the periodic replacement of jumpsuits, mattresses and blankets. No increase for 2018.

Janitorial Supplies: This item includes the supplies necessary to clean and maintain the police building including janitorial supplies, paint, hardware, and miscellaneous small repair parts. Based on the increasing level of maintenance required to maintain an aging building. No increase for 2018.

Pest Control: This item covers the cost of our monthly pest control service and will be unchanged for 2018.

Building Repairs: These funds cover the costs associated with both routine and emergency maintenance of electrical, mechanical, plumbing, and the heating and cooling systems of the 33 year old police building. There is constant maintenance, painting, replacing of flooring, ceiling tiles and a number of light fixtures throughout the building. No increase for 2018.

Furniture and Fixtures: This item covers the cost of miscellaneous furniture and fixtures of a minor nature that require replacing as needed. No increase for 2018.

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4930: VEHICLE MAINTENANCE & REPAIRS
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<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 4,800	\$ 4,800	Vehicle Washes
\$ 45,000	\$ 45,000	Vehicle Repair
\$ 800	\$ 800	First Aid Supplies
\$ 600	\$ 600	Fire Extinguisher Service
\$ 2,000	\$ 2,000	Flares
\$ 600	\$ 600	Inspections & Licenses
\$ 8,000	\$ 8,000	Miscellaneous Vehicle Parts
\$ 61,800	\$ 61,800	TOTAL

Vehicle Washes: This line covers the cost of regular washes and periodic detailing of police vehicles. It also covers decontamination of blood or other biohazards that occur.

Vehicle Repair: This line covers the cost to repair vehicles resulting from crashes, including repairs to windshields and other repairs not normally made by the City garage. Due to changes to accounting procedures, more funds have been appropriated into this line item in FY 2017 to cover vehicle accidents. No increase is requested for 2018.

First Aid Supplies: This item covers the cost of first aid supplies including bandages, rubber gloves, breathing airways, and hand sanitizers. No increase for 2018.

Fire Extinguisher Service: This item covers the recharging or replacement of fire extinguishers carried in the police vehicles. No increase for 2018.

Flares: This covers the cost of flares used for controlling traffic at crashes and road closures. No increase for 2018.

Inspections & Licenses: This is the cost of titling all department vehicles as well as the inspection and licensing of unmarked vehicles. No increase for 2018.

Miscellaneous Vehicle Parts: The item covers the cost of replacing graphics on cars, replacing lost wheel covers, replacement weapons racks or radio mounts, and other miscellaneous repair parts for vehicles and bicycles. We found this year that none of the prior radio mounting equipment, computer mounts or gun racks fit in the new police vehicles, forcing the department to purchase these items for every new vehicle. No Increase for 2018.

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4932: OFFICE AND EVIDENCE SUPPLIES
--

<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 3,000	\$ 3,000	Citations and Mobile Printer Paper
\$ 9,000	\$ 9,000	Computer/Server/Soft ware/Printer Parts and Repairs
\$ 1,500	\$ 1,500	Crime Prevention Supplies
\$ 10,000	\$ 10,000	Evidence Supplies
\$ 1,000	\$ 1,000	Microfilm Reader Maintenance Agreement
\$ 500	\$ 500	Drug Test Kits
\$ 15,000	\$ 15,000	Office Supplies
\$ 1,000	\$ 1,000	Intoxilyzer Repair and Supplies
\$ 1,000	\$ 1,000	Printing Services
\$ 42,000	\$ 42,000	TOTAL

Citations and Mobile Printer Paper: This reflects the cost of having citation and warning books printed to state requirements. Most citations are now generated on the mobile computers and this item also covers the cost of thermal printer paper used to print the violator's copy of citations on the mobile computers. No increase for 2018.

Computer/Printer Parts and Repairs: This covers the cost of repairing or purchasing replacement parts for computers, printers and other small office machines. No Increase for 2018.

Crime Prevention Supplies: This line funds the cost of public relations, educational materials and promotional items for the department. No increase for 2018.

Evidence Supplies: This covers the cost of crime scene processing supplies such as fingerprinting materials, photographic media and replacement of filters and parts on technical equipment in the processing room. No increase for 2018.

Microfilm Reader Maintenance Agreement: This is an annual maintenance and service agreement for the Record Room microfilm reader. No increase for 2018.

Office Supplies: There have been increases in supply costs. We carefully monitor consumption. No increase for 2018.

Intoxilyzer Repair and Supplies: This includes the costs of maintenance and equipment for the alcohol breath testing instrument. No increase for 2018.

Printing Services: This includes the costs for printing flyers and brochures that cannot be printed in-house. No increase for 2018.



Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4933: COPIER EQUIPMENT AND SUPPLIES
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<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 8,000	\$ 8,000	Copier Lease/Supplies
\$ 11,500	\$ 11,500	Printer Management Lease Toner and Supplies
<u>\$ 2,500</u>	<u>\$ 2,500</u>	Paper and Toner
\$ 22,000	\$ 22,000	TOTAL

Copier Lease: This item covers the cost of leasing and maintaining the department's one copying machine and all of the computer printers located throughout the department. No Increase for 2018.

Printer Management Lease: This item covers the continued Maintenance/Repair/Toner of all printers located with in the department. No increase for 2018.

Paper and Toner: This item covers the cost of toner for the copier and paper used for the department's one copying machine and all of the computer printers located throughout the department. No increase for 2018.

ACCOUNT 4934: COMMUNICATIONS SERVICES
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<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 7,500	\$ 7,500	CCTV Maintenance Agreement
\$ 14,000	\$ 14,000	Radio Repair & Maintenance
\$ 2,000	\$ 2,000	Existing Federal Requirements 2 factor authentication
\$ 125,000	\$ 125,000	REJIS Subscription & Network Charges
\$ 2,000	\$ 2,000	REJIS Record Checks for Human Resources
\$ 20,000	\$ 20,000	Wireless Data Service for Patrol Vehicles.
\$ 24,000	\$ 30,000	REJIS Professional Services
\$ -	\$ 40,000	ITI CAD Computer Aided Dispatch/Mobil/GPS System
\$ 48,000	\$ 20,000	Global RMS and Computer Services
\$ 2,000	\$ 2,000	Audiolog Maintenance Agreement
\$ 13,000	\$ 13,000	Live Scan System Maintenance Agreement
\$ 7,000	\$ 9,000	Speed Warning Systems Data Package
\$ 1,000	\$ 1,000	Liberty Interview Systems
\$ 5,000	\$ 5,000	Dictation System Maintenance Agreement
\$ 4,000	\$ 4,000	Investigative Databases
\$ 7,500	\$ 7,500	Evidence-On-Q Software Maintenance Agreement
\$ 2,200	\$ 2,200	Oceans Systems Maintenance Agreement
\$ 2,000	\$ 2,000	Walkie-Talkie Battery Replacement
\$ 1,000	\$ 1,000	CellBrite Investigation Maintenance Agreement
\$ 2,200	\$ 2,200	Illegal Sign Project support software and auto dialer
\$ 4,000	\$ 4,000	PlanIT Scheduling Software Maintenance Agreement
\$ 5,100	\$ 5,100	Power DMS Systems Maintenance Agreement
<u>\$ 7,500</u>	<u>\$ 7,500</u>	RCCEG Forensic Computer Analysis
\$ 306,000	\$ 326,000	TOTAL

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4934: COMMUNICATIONS SERVICES (con't)
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Closed Circuit TV Maintenance Agreement: This item covers the 12 month service agreement that includes the server, software, monitors, and cameras for the police department's closed circuit TV system used to monitor the safety and security of the holdover and the perimeter of the building. No increase for 2018.

Radio Repair and Maintenance: This item covers the cost of repair and service for the base radio system, mobile radios, emergency lighting, radar equipment, and the like. The department has a service agreement. No increase for 2018.

REJIS Subscription and Network Services: This is the cost for the Regional Justice Information Services (REJIS) used by the department to input and query arrest histories including the NCIC database, the Missouri Department of Revenue license and registration files and the regional mug shot system. Continue REJIS Professional Services an increase of \$6,000 is requested for 2018.

ITI Computer Aided Dispatch System: The Department switched from Global CAD to ITI CAD due to the Global system no longer being supported or updated.

Global RMS and Computer Services: This covers the maintenance and support of the Global Software for our records management, maintenance and system support on our Dell server.

Audiolog Communications Recorder Maintenance and Support: This covers the cost of the department's service agreement to provide maintenance and support for the digital recorder and software used to record, archive and playback all radio and telephone lines in the communications center.

Live Scan Maintenance and Support: This is the annual maintenance agreement for the digital fingerprinting system that links the department with state and national fingerprint files. No increase for 2018.

Speed Warning Systems: The department has six speed warning units. These units are portable and can be moved to various locations throughout the city. The units provide the traffic unit with important data regarding speed and traffic volume. An increase of \$2,000 is requested for 2018.

Dictation System Maintenance and Support: This is the cost of the maintenance agreement for the dictation system used for the dictation and transcription of police reports. Based on the current agreement, this will be unchanged in 2018.

Investigative Databases: The Bureau of Investigation utilizes several investigative databases. The Accurant and Leads-on-Line services are priced based on investigative transactions. No increase for 2018.

Evidence-On-Q Software Maintenance Agreement: This covers the cost of maintaining the software used to barcode and track evidence and property. This cost also covers the department inventory tracking system. No increase for 2018.

Oceans Systems Software and Maintenance and Support: This covers the cost of maintaining the software used to enhance and copy security videos to better identify suspects when utilizing video taped at crime scenes.



Florissant Police Department  
Fiscal Year 2018 Budget

**ACCOUNT 4934: COMMUNICATIONS SERVICES (con't)**

Walkie Talkie Battery Replacement: This covers the cost of periodically replacing batteries for officer's portable radios. No increase for 2018.

CellBrite Investigative Maintenance and Support: Investigative equipment used for cell phone down loading. No increase for 2018.

Illegal Sign Project Support: This is the computer software and dialing support needed for the illegal sign removal project. No increase for 2018.

PlanIT Scheduling Program: Software and maintenance agreement, No Increase for 2018.

Power DMS: CALEA Document and Training Management Program maintenance and support agreement, No Increase for 2018.

RCCEEG: Regional Computer Crimes Education and Enforcement Group: Used for the forensic analysis of computers for criminal investigations. No increase for 2018.

**ACCOUNT 4935: ARMORY SUPPLIES & GUNS**

2017	2018	LINE ITEM
\$ 12,000	\$ 12,000	Ammunition, Targets & Firearms Repairs
\$ 5,000	\$ 5,000	Less Lethal Munitions
\$ 1,000	\$ 1,000	Range Maintenance
\$ 10,100	\$ 13,500	Taser Replacement Program
\$ 600	\$ 600	Replacement of shot gun
\$ 28,700	\$ 32,100	TOTAL

Ammunition, Targets, and Firearms Repairs: This item covers the cost of ammunition used for both duty and semi-annual firearms training. It includes .40 caliber duty ammunition, .40 caliber practice ammunition, .223 caliber rifle ammunition, and 12 gauge shotgun ammunition. It also covers the cost of targets and range supplies as well as the small arms parts necessary to maintain the weaponry. No increase for 2018.

Less Lethal Munitions: This item includes the on-duty and training cartridges for the Taser Electronic Control Devices, Oleoresin Capsicum (pepper spray) and the .12 gauge "bean bag" munitions. No increase for 2018.

Range Maintenance: This covers the annual cost to replace the backstop in the range trailer at Koch Park as well as any small parts necessary to maintain the trailer. No increase for 2018.

Tasers: Numerous departments tasers were running out of warranty and useful-life. The Department switched to a more cost effective taser program which allowed the buy back of our old tasers, replacement of current tasers and extends the repair warranty. An increase of \$3,400 is requested for 2018 .

Shotgun: The department has three shotguns manufactured in 1974 which need to be replaced. I recommend replacing 1 per year at a cost of \$600. The shot gun taken out of service will be retained and used for training.

Florissant Police Department  
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ACCOUNT 4942: DUES, TRAVEL, & TRAINING
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<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 16,000	\$ 16,000	St. Louis County & Municipal Academy
\$ 2,000	\$ 2,000	Police Canine Training
\$ 15,000	\$ 15,000	Training Seminars/Travel Expenses
\$ 7,500	\$ 7,500	Command Level Management Training
\$ 6,000	\$ 6,000	Organizational Memberships
\$ 1,000	\$ 1,000	Special/Liquor Investigations
\$ 8,000	\$ 8,000	Training Materials and Computer Based Training
\$ 2,000	\$ 2,000	Chief's Expense Account
\$ 1,000	\$ 1,000	Miscellaneous Petty Cash
\$ 3,000	\$ 3,000	Canine Expenses
\$ 1,400	\$ 1,400	Major Case Squad Training
\$ 1,500	\$ 1,500	Random Drug Testing
\$ 1,600	\$ 1,600	Lab Testing for DWI and Forensic investigative cases
\$ 500	\$ 500	Valley of Flowers Festival Expense
\$ 1,000	\$ 1,000	Explorer Post
\$ 2,000	\$ 2,000	Polygraph Certification Conference
\$ 2,000	\$ 2,000	CALEA Conference
\$ 2,000	\$ 2,000	IACP Conference
\$ 4,800	\$ 4,800	Accreditation Fees
\$ 500	\$ 500	Citizens Emergency Response Team, CERT
\$ 2,000	\$ 2,000	Police Fitness Trainer Recertification/Training
\$ 500	\$ 500	SRO program supplies
\$ 6,000	\$ 6,000	Community Outreach
\$ 87,300	\$ 87,300	TOTAL

St. Louis County & Municipal Police Academy: The department is a member of the County & Municipal Police Academy (CMPA) which provides recruitment and in-service training programs. No increase for 2018.

Police Canine Training: This covers the cost of in-service training for our four canine teams. No increase for 2018.

Training Seminars/Travel Expenses: This funds the training of officers and staff at locations other than the academy as well as the cost of transportation and lodging for out of town travel. No Increase for 2018.

Command Level Management Training Academy: For a Commander to attend one of the following management training institutions: FBI National Academy, Southern Police Institute or Missouri Police Chiefs Association Command College (MOPCA).

Organizational Memberships: This line item includes the cost of memberships for our officers and staff in organizations that benefit the agency and the community. No increase for 2018.

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4942: DUES, TRAVEL, & TRAINING (con't)
--

Special Investigations Fund: These funds cover the cost of narcotics and liquor investigations as well as informant funds. No increase for 2018.

Training Materials and Computer Based Training: This item provides funding for computer based legal training. The city's liability insurance carrier recognizes the value of this each year with premium rebates that offset much of the cost of the training. No increase for 2018.

Chief's Expense Account: This line is used to fund meetings and various incidental expenses relative to my position. No Increase for 2018.

Canine Expenses: The department has four canine teams and this item covers food, equipment and supplies necessary to insure the care and training of the four animals. No increase for 2018.

Major Case Squad Training: The funding covers the membership and training of our officers in the Major Case Squad of Greater St. Louis. No increase for 2018.

Random Drug Testing: The city contracts for random drug screening of all sworn officers and civilian employees as well as reserve officers. In addition to the actual testing, the contractor arranges the random draw. No increase for 2018.

Laboratory Testing for DWI and Forensic Investigative Cases: The department has an agreement with a local provider for the forensic analysis of samples in investigations. No increase for 2018.

Valley of Flowers Festival Expenses: This expenditure is the cost of meals for officers working the fair grounds during the Valley of Flowers festival. No increase for 2018.

Explorer Post: This amount, combined with their fund raisers, covers the cost of our Explorer Scouts to attend the national conference. No increase for 2018.

Polygraph Certification Conference: The department has two certified polygraph examiners who must attend bi-annual certification by the American Polygraph Association. One examiner attends each year. No increase for 2018.

CALEA & IACP Conference: These conferences provide valuable information on new technology, legal issues and training on many issues concerning law enforcement and the community. Increase of \$200 for CALEA for 2018.

Accreditation Fees: The department received it's Sixth consecutive three year accreditation by CALEA in 2016. Accreditation has resulted in a discount in our liability insurance premium, more than offsetting the accreditation fees. Increase of \$700 for 2018.

CERT Training: This expenditure is the cost of training materials and equipment necessary for the Citizen Emergency Response Team (CERT). No increase for 2018.

Training for Polygraph Examiner: This training is to certify a member of the department as a certified Polygraph Examiner. No funds are needed in this years budget.

SRO Program Supplies: This expenditure covers miscellaneous materials and supplies for the School Resource Officers. No increase for 2018.

Florissant Police Department  
Fiscal Year 2018 Budget

**ACCOUNT 4942: DUES, TRAVEL, & TRAINING (con't)**

Community Outreach: This item will be used for community outreach programs that will foster positive law enforcement relationships with the youth and general public. No increase for 2018.

**ACCOUNT xx61: CAPITAL ADDITIONS (Police Fund)**

<u>2017</u>	<u>2018</u>	LINE ITEM
\$ -	\$ 250,000	Purchase in car video system for police patrol vehicles
\$ -	\$ 79,000	Police Officer Protective Equipment
\$ -	\$ 40,000	License Plate Reader System
\$ -	\$ 125,000	Firearm Training Shooting Simulator
\$ -	\$ 50,000	Replacement Records Management System
\$ -	\$ 45,000	Replacement of mobile car computers/printers/devices and related equipment.
\$ -	\$ 16,000	Replacement of desktop computers and related items
\$ -	\$ 10,000	Replace and upgrade security cameras and equipment
\$ -	\$ 20,000	Networking Infrastructure Upgrade
\$ -	\$ 5,000	Replace Servers and related equipment.
\$ -	\$ 5,000	Computer Systems Backup/Related security software
\$ -	\$ 645,000	TOTAL

**In Car Video System for Police Patrol Vehicles:** The Department would like to purchase in car video system for Police Patrol vehicles and related servers, equipment and services.

**Police Officer Protective Equipment:** Need to replace worn out equipment. Provide each Officer a helmet, gas mask, filters, and equipment bag. Additional equipment to equip 50 Officers includes shield, baton, protective leg guards, and related items.

**License Plate Reader System:** Purchase a license plate reader system to enhance the ability to locate and identify stolen vehicles and vehicles used in the commission of crimes.

**Firearms Training Shooting Simulator:** The Department would like to purchase a firearms training shooting simulator which would be use to continually train officers of the department. This can also be used as a public relations tool to inform the public on how officer may react in these situations. This simulator would be used in the citizen law enforcement academy.

**Replacement Records Management System:** The Department needs to replace its Records Management System as the current vendor is stopping the support for the system and it is starting to fail.

**Replacement Mobile Car Computers:** The annual replacement of mobile car computers, printers, electronic devices, and related equipment.



Florissant Police Department  
Fiscal Year 2018 Budget

Replacement of Desk Top Computers: The department utilizes 65 desk top personal computers and small servers through the station. These are used for everything from operating maps and radios, tracking evidence and storing photographs, to transcribing and retrieving reports. It is necessary to periodically update the computers and operating systems. To avoid a mass purchase of hardware and software in any one year, I propose a regular replacement cycle of one fifth of these computers each year.

Video Security Cameras: Currently the police station has numerous video cameras that need to be replaced or upgraded along with related equipment on an annual basis.

Networking Infrastructure Upgrade: Continuing the network cabling and switching project which was started in 2017. Continue to upgraded and replace in order for computers, phones and other related equipment to function properly.

Replace Servers/laptops and related equipment: The department utilizes several servers that need to periodically upgraded or replaced.

Computer Systems Backup/Related Security Software: Hardware and Software maintenance for various backup systems.

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT xx61: CAPITAL ADDITIONS (Police Fund - Vehicles)
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VEHICLES:

<u>2017</u>	<u>2018</u>	
\$ -	\$ 177,000	Purchase of six new vehicles and related equipment at \$29,500 each
\$ -	\$ 70,000	Purchase of two new Chevrolet Tahoe Police Vehicles and related equipment at 35,000 each
\$ -	\$ -	Trade in value of eight patrol vehicles - those vehicles in reasonably good shape will be retained and utilized in other departments
<u>\$ -</u>	<u>\$ 14,800</u>	Radio/Emergency equipment installation at \$1,850 each for eight new vehicles.
\$ 300,000	\$ 261,800	Net Cost of New Vehicles

Vehicle Replacement: The department has a fleet of 45 automobiles ranging in age from 2010 to 2017. In 2018 we need to replace eight Police vehicles.

Radio/Emergency Equipment: I am requesting \$14,800 to cover the cost of installation of the radios and emergency equipment.

Trade-in Value: The eight vehicles taken out of service will not be disposed of unless they are deemed to be in extremely poor condition. The vehicles will be transferred to other city departments in an effort to maximize the city's investment in these vehicles.

ACCOUNT 0361: CAPITAL ADDITIONS (Capital Improvement Fund)
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MISCELLANEOUS CAPITAL ITEMS:

<u>2017</u>	<u>2018</u>	
\$ -	\$ 16,000	Upgrade 2 Existing Bathrooms in building
<u>\$ -</u>	<u>\$ 15,000</u>	Office reconfigure and work station update
\$ 105,000	\$ 31,000	Total Miscellaneous Items

Restroom Upgrade: The Department needs to upgrade its 2 main bathrooms located in main hallway.

Police Building Offices: Several offices need to be reconfigured and the work stations updated.

Florissant Police Department  
Fiscal Year 2018 Budget

ACCOUNT 4975: GASOLINE CONTROL ACCOUNT
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<u>2017</u>	<u>2018</u>	LINE ITEM
\$ 65,000	\$ 65,000	Unleaded Gasoline Control Account
\$ 65,000	\$ 65,000	TOTAL

This is the account used only by the Finance Department to conduct internal transactions or cross charges between each department using the unleaded gasoline supply at the police department. All gasoline ultimately used by the police department is purchased under account 4927. No increase for 2018.

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**MEDIA DEPARTMENT**

<u>Account</u>	<u>Actual 2016</u>	<u>Budget 2017</u>	<u>Proposed 2018</u>	<u>Adopted 2018</u>
7010-Salaries	117,142	120,837	124,375	121,042
7013-Employees' Benefits	42,335	44,942	46,024	45,202
7030-Equipment Repair	413	3,000	8,000	8,000
7032-Office Supplies & Maint.	59	2,000	2,000	2,000
7033-Materials & Supplies	847	2,500	2,500	2,500
7042-Dues, Travel, Training	549	3,000	3,000	3,000
7050-Professional Service	<u>27,694</u>	<u>28,900</u>	<u>28,900</u>	<u>28,900</u>
Total	189,039	205,179	214,799	210,644

**PERSONNEL SERVICES**

Full-time	93,469	95,340	95,340
Part-time	24,035	24,035	24,035
Overtime	<u>3,333</u>	<u>5,000</u>	<u>1,667</u>
Total Personnel Services	120,837	124,375	121,042

**PERSONNEL SCHEDULE**

Media/TV Station Manager	1.00
Video Specialist	1.00
Contract Employees	
Total	2.00

Total Personnel	2.00	Full-time 2.00	Full-time Equivalent (Part-time) 0.00
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## Media Department Budget Request: 2018

2017 2018

Account 7010 - Salaries			
Full-time Employees			
Media/TV Station Manager		1	1
Video Specialist		<u>1</u>	<u>1</u>
Total full-time employees		2	2
Contract employees			
		24,035	24,035
Council Meetings	Total	6,960	6,960
Director - \$75 @ 24 productions		1,800	1,800
Assistant Director - \$50 @ 24 productions		1,200	1,200
2 Camera Persons - \$45 @ 24 productions		2,160	2,160
Host - \$75 @ 24 productions		1,800	1,800
Valley of Flowers	Total	1,075	1,075
3 Videographers - @ \$125 each		200	200
Director - @ \$200		150	150
Asst. Director @ \$150		375	375
Audio Engineer @ \$150		150	150
2 Production/Office Assistants @ \$100		200	200
Additional Contract Help As Needed	Total	16,000	16,000
Location Videographer		5,000	5,000
Contract Editor		5,000	5,000
Contract Producer - special programs		6,000	6,000
Account 7010 - Salaries - overtime			
		3,333	1,667
Account 7030 - Equipment Repair			
	Total	3,000	8,000
Account 7032 - Office Supplies and Maintenance			
	Total	2,000	2,000
Account 7033 - Materials and Supplies			
	Total	2,500	2,500
Account 7042 - Dues, Travel and Training			
	Total	3,000	3,000
Account 7050 - Professional Services			
	Total	28,900	28,900
Mailing costs for "Florissant Focus" - \$1,750 x 5 issues		7,500	8,750
Postage for 5 issues of the "Florissant Focus" x \$4,000 per issue		21,250	20,000
Electronic Bulletin Board Music		150	150
Account 0361 - Capital Additions			
	Total	0	0
Prior year capital additions		0	0

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**03 - CAPITAL IMPROVEMENT FUND**

	Actual <u>2016</u>	Budget <u>2017</u>	Proposed <u>2018</u>	Adopted <u>2018</u>
<b><u>REVENUE</u></b>				
Capital Improvement Sales Tax	3,527,963	3,450,000	3,500,000	3,500,000
Interest	758	0	0	0
Grants & Reimbursements	<u>83,740</u>	<u>514,614</u>	<u>123,828</u>	<u>123,828</u>
Total Budgeted Revenue	3,612,461	3,964,614	3,623,828	3,623,828
Less Total Budgeted Expenditure			<u>(3,812,485)</u>	<u>(3,449,685)</u>
Equal Revenue Over/(Under) Expenditure			(188,657)	174,143
Plus Estimated Beginning Fund Balance			<u>313,757</u>	<u>313,757</u>
Equal Estimated Ending Fund Balance			125,100	487,900
<b><u>EXPENDITURES</u></b>				
0320-Debt Payment	322,763	581,770	399,000	399,000
0329-Building Maint. & Supplies	58,021	61,000	58,500	58,500
0330-Equip. Repairs - Vehicles	129,938	130,000	125,000	125,000
0333-Materials & Supplies	94,606	110,000	100,000	100,000
0334-Street Markings	11,481	9,000	12,500	12,500
0339-Ice/Snow Removal	0	149,130	0	0
0350-Professional Service	490,770	922,418	390,485	390,485
0351-Street Lighting	0	555,000	500,000	500,000
0352-Street Contracts	1,606,009	1,650,000	1,500,000	1,500,000
0353-Bridge Repair & Maint.	2,234	60,000	50,000	50,000
0354-Sidewalk Repairs	149,960	150,000	150,000	150,000
0361-Capital Additions	<u>739,950</u>	<u>974,702</u>	<u>527,000</u>	<u>164,200</u>
Total	3,605,732	5,353,020	3,812,485	3,449,685

**03 - CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS**

	<u>Proposed 2018</u>	<u>Adopted 2018</u>
<b>Information Technology</b>		
Replace computers, laptops, monitors, tablets, printers and related software	25,000	25,000
Replace two network switches	8,000	8,000
Replace two servers	<u>12,000</u>	<u>12,000</u>
<b>Information Technology Total</b>	45,000	45,000
<b>Administrative</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Administrative Total</b>	0	0
<b>Court</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Court Total</b>	0	0
<b>Media</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Media Total</b>	0	0
<b>Health</b>		
One 48" walk behind mower with velkie	0	6,200
One zero turn 54" mower	<u>0</u>	9,000
<b>Health Total</b>	0	15,200
<b>Public Works</b>		
<b>Streets</b>		
No items requested	0	0
<b>Streets Sub-Total</b>	0	0
<b>Building</b>		
Furnishings for Public Works office remodeling	60,000	60,000
20 iPads to replace existing iPads for Inspectors	<u>13,000</u>	<u>13,000</u>
<b>Building Sub-Total</b>	73,000	73,000

**03 - CAPITAL IMPROVEMENT FUND CAPITAL ADDITIONS**

	Proposed <u>2018</u>	Adopted <u>2018</u>
<b>Public Works (con't)</b>		
<b>Engineering</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Engineering Sub-Total</b>	0	0
<b>Engineering Sub-Total</b>	<u>0</u>	<u>0</u>
<b>Transportation</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Transportation Sub-Total</b>	<u>0</u>	<u>0</u>
<b>Public Works Total</b>	73,000	73,000
<b>Police</b>		
<b>Vehicles</b>		
Six Police vehicles with related equipment at \$29,500 each	177,000	0
Two new Tahoe police vehicles and related equipment as \$35,000 each	70,000	0
Radio/Emergency equipment installation on eight new vehicles	<u>14,800</u>	<u>0</u>
<b>Police Vehicle Sub-Total</b>	261,800	0
<b>Miscellaneous Items</b>		
Upgrade two existing bathrooms in building	16,000	16,000
Office reconfiguration and work station update	15,000	15,000
Replace mobile computers/printers and related equipment	45,000	0
Replace desktop computers and related equipment	16,000	0
Replace and upgrade security cameras and equipment	10,000	0
Networking infrastructure upgrade	20,000	0
Replace servers and related equipment	5,000	0
Computer system backup and related security software	5,000	0
One 48" walk behind mower with velkie	6,200	0
One zero turn 54" mower	<u>9,000</u>	0
<b>Police Miscellaneous Sub-Total</b>	<u>147,200</u>	<u>31,000</u>
<b>Police Total</b>	409,000	31,000
<b>Grand Total</b>	<b>527,000</b>	<b>164,200</b>

Capital Improvement Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
Account 0320 - Debt Payment	Total	581,770	399,000
2011 Certificates of Participation: Principle, interest and misc. fees			44,000
2016 Special Obligation Bonds: Principle, interest and misc. fees			355,000

Account 0329 – Building Maintenance & Supplies	Total	61,000	58,500
Janitorial Supplies for City Hall, Government Building and City Garage ...			
HVAC maintenance and repairs at City Hall, Government Building and City			
Garage buildings: includes air-handler filters, belts, dryers, Freon,			
compressors, motors, bearings, replace emergency light batteries, roof			
Overhead door maintenance and repairs at City Garage, as needed			
Garage hoist maintenance and repairs, fuel pump maintenance and repairs,			
waste disposal, as needed yearly ...			
Carpet cleaning and new entryway mats; elevator maintenance contract ...			
Miscellaneous building maintenance materials: lumber, nails, paint, glass,			
sealants, electrical and plumbing supplies, Christmas / Seasonal Decorations			
1 each Vacuum Cleaner at \$1,100			

Account 0330 – Equipment Repairs – Vehicles	Total	130,000	125,000
Includes maintenance of major equipment and trucks for the Street Department, minor			
pieces of equipment for the Street Department, Police Department cars, motorcycles,			
and equipment, Health Department, Park Department, and Golf Course vehicles and			
equipment ... also old police vehicles that are now PW Inspector vehicles ...			
Miscellaneous automotive parts and supplies, brakes, tune-up kits, tools, etc.			
Tire repairs, purchase, service; dealer parts & service; small engine parts & service;			
heavy equipment parts, service & supplies; street sweeper parts & supplies;			
transmission parts, service & supplies; radio, radiator and A/C service ...			
Miscellaneous: mufflers, exhaust work, batteries, lights, radio work, upholstery, glass,			
parts, service and supplies, lubricants and fluids, towing, etc. ...			
Major equipment and vehicle repairs, accident repairs ...			
Emission testing per Department of Natural Resources Clean air Regulations			
Diagnostic equipment and software system updates ...			

Capital Improvement Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
Account 0333 – Materials & Supplies	Total	110,000	100,000
Concrete pavement replacement: ready mix, rock, expansion joint material, reinforcing steel, wire mesh, curing compound, plastic, dowels, etc. ...		70,000	70,000
Mudjacking: Portland Cement and Aggregate Lime ...		3,000	3,000
Asphalt pavement replacement: 200 tons surface mix, 200 tons curb mix, 150 tons black-crete, 1,500 gallons SS1H asphalt emulsion, other asphalt products and supplies ...		16,000	15,000
Crack sealing: 10,000 gallons Asphalt emulsion, 100 tons rock ...		5,000	2,500
Replacement chain saws, vibrators, minor tools and equipment ...		3,000	2,000

Account 0333 – Materials & Supplies (con't)

Miscellaneous: grass seed, fertilizer and sod; sand for sandblasting, lumber, nails, plastic, concrete saw blades and drill bits, traffic safety flagging, lights, rain gear, batteries, etc., barricades, barrels, lights, hand tools (brooms, shovels, rakes, etc.), ice (summer water coolers), fence materials, concrete form materials, pins, tie-rods, etc.; equipment and tool rental ...	13,000	7,500
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Account 0334 – Street Markings

Channel posts, street name posts, die cutters for numbers	Total	9,000	12,500
Sign faces - reflective material, sign blanks – aluminum, sign brackets			
Street marking paint, reflective marking beads			
Construction/traffic control signs			
Miscellaneous materials (delineators, batteries, tape, keel, traffic count tape, spray traffic paint for marking)			
Seasonal (Christmas/Spring/Summer/Fall) decorations & banners on North Lindbergh, rue St. Francois, Civic Centers and other locations ...			
Adopt-A-Street Program: signs, vests, misc. supplies ...			

Account 0339 – Ice/Snow Removal	Total	149,130	0
Salt		136,380	0
Calcium Chloride		12,750	0



Capital Improvement Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
Account 0350 – Professional Services	Total	922,418	390,485
Audit		2,050	2,100
Bank Fees		600	600
REJIS Commission GANet Subscription & Service		4,000	4,500
GIS (Geographic Information System) Web-Based Mapping Project ...		60,000	40,000
General Engineering and Design Services		20,000	10,000
RFP's for Redevelopment Projects		5,000	0
Annexation Projects (Research, Maps, Copying Costs, Application Fees)		5,000	0
Old Town and N. Hwy 67 Enhancement Maintenance / Mowing ...		60,000	65,000
I-270 Mowing		25,000	25,000
East-West Gateway Grant Applications		10,000	10,000
Troubleshooting & repairs to Electrical & HVAC Energy Controls at various city buildings (service, upgrades, repairs, inspections)		25,000	25,000
Emergency Asbestos Removal by Contractor (all City buildings)		15,000	10,000
Plaques for "Walk Through History"		3,000	2,500
Consulting services: PW special projects, security system inspections, etc.		4,000	4,500
Cleanup, repair and/or demolition of derelict/dangerous residential/commercial properties, including graffiti removal, trash/debris/junk removal, grass/weed cutting, tree/brush/vegetation removal, various landscaping/building repairs/work as needed ... by the City and/by Contractor (i.e. Annual Handyman Services contractor, Annual Tree Services contractor, etc.) ...		35,000	35,000
St. Anthony Lane bridge replacement		463,925	0
Records & Document Destruction		500	1,500
North Lafayette Street Reconstruction - Phase I ROW acquisition		81,575	0
North Lafayette Street Reconstruction - Phase II ROW acquisition		81,575	0
Pedestrian Signal Replacement on Derhake at Robinwood Elementary School ... this is an 80% grant reimbursement project ... Construction in 2018 budget year... (\$91,828 grant/\$22,957 city)		16,193	114,785
Bike & Pedestrian Master Plan ... a joint project with Trailnet		5,000	0
St. Ferdinand & N. Hwy 67 Improvements to St. Ferdinand Park: Engineering, Planning, & Environmental Study (an E-W Gateway 80% reimbursement grant project) ...(\$32,000 grant/\$8,000 city)		0	40,000

Capital Improvement Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
Account 0351 – Street Lighting	Total	555,000	500,000
Average annual street light charge ...		480,000	470,000
New and Replacement Streetlights in areas as needed		20,000	15,000
Clean and Paint 75ea. Decorative Street Lights on N. Hwy 67		18,000	0
Clean and Paint 70ea. Decorative Street Lights on rue St. Francois		17,000	0
Decorative Streetlight Repair/Replacement in all areas as needed		20,000	15,000
Account 0352 – Street Contracts	Total	1,650,000	1,500,000
Slurry Seal Maintenance Work		850,000	950,000
Concrete Pavement Replacement Work		500,000	450,000
Major Street Repairs and Asphalt Overlay		300,000	100,000
Account 0353 – Bridge Repair & Maintenance	Total	60,000	50,000
Miscellaneous Bridge Repairs by Contractor		50,000	45,000
Bridge Repairs/Maintenance by City		10,000	5,000
Account 0354 – Sidewalk Replacement	Total	150,000	150,000
Sidewalk Program by Contractor		145,000	145,000
Tree Removals		5,000	5,000



Capital Improvement Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
Account 0361 – Capital Additions	Total	974,702	164,200
Account 036136 – Capital Additions/Information Technology	Total	39,000	45,000
Replace computers, laptops, monitors, tablets, printers and related software in various departments			25,000
Replace two network switches			8,000
Replace two servers			12,000
Account 036140 – Capital Additions/Administration	Total	0	0
Account 036141 – Capital Additions/Court	Total	0	0
Account 036170 – Capital Additions/Media	Total	0	0
Account 036142 – Capital Additions/Health Department	Total	77,800	15,200
1 each 48" Walk Behind Mower w/velkie			6,200
1 each Zero Turn 54" Mower, John Deere or equal			9,000
Account 036148 – Capital Additions/Public Works	Total	335,800	73,000
<u>Streets</u>		<u>S/T</u>	<u>0</u>
<u>Engineering</u>		<u>S/T</u>	<u>0</u>
<u>Building</u>		<u>S/T</u>	<u>73,000</u>
Furnishings for PW office remodeling			60,000
20 each iPads to replace existing iPads for inspectors at \$650/each = \$13,000			13,000
<u>Transportation</u>		<u>S/T</u>	<u>0</u>
Account 036149 – Capital Additions/Police	Total	522,102	31,000
<u>Miscellaneous</u>		<u>S/T</u>	<u>31,000</u>
Upgrade 2 Existing Bathrooms in building			16,000
Office reconfigure and work station update			15,000

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

**09 - PARK IMPROVEMENT FUND**

	Actual <u>2016</u>	Budget <u>2017</u>	Proposed <u>2018</u>	Adopted <u>2018</u>
<b><u>REVENUE</u></b>				
Park Improvement Sales Tax	3,518,032	3,500,000	3,500,000	3,500,000
Interest	506	0	0	0
Miscellaneous Revenue	<u>425,567</u>	<u>531,400</u>	<u>526,000</u>	<u>526,000</u>
Total Budgeted Revenue	3,944,105	4,031,400	4,026,000	4,026,000
Less Total Budgeted Expenditure			<u>(4,274,161)</u>	<u>(4,553,386)</u>
Equal Revenue Over/(Under) Expenditure			(248,161)	(527,386)
Plus Estimated Beginning Fund Balance			<u>795,817</u>	<u>795,817</u>
Equal Estimated Ending Fund Balance			547,656	268,431
<b><u>EXPENDITURES</u></b>				
0910-Salaries	867,841	1,002,614	1,000,994	984,328
0913-Employee Benefits	363,507	386,006	403,817	399,708
0914-Residency Incentive Program	14,500	15,600	15,600	15,600
0920-Debt Payment	573,999	1,013,310	882,000	882,000
0921-Uniforms & Allowances	18,581	19,125	15,975	15,975
0927-Gas & Oil	40,119	64,000	64,000	64,000
0928-Merchandise	47,264	54,750	31,750	31,750
0929-Bldg., Maint., & Supplies	135,432	156,850	134,600	134,600
0930-Maintenance/Supplies	132,098	112,850	78,125	78,125
0931-Recreation Supplies	32,680	44,600	43,000	43,000
0932-Office Supplies & Maint.	31,322	40,800	40,800	40,800
0933-Materials & Supplies	125,404	148,750	123,300	123,300
0942-Dues, Travel, Training	10,360	13,660	19,160	19,160
0950-Professional Services	183,394	240,240	247,240	247,240
0951-Pavement Repairs	10,000	20,000	20,000	20,000
0954-Publicity	10,165	16,300	16,300	16,300
0956-Insurance	0	60,000	50,000	50,000
0961-Capital Additions	<u>428,013</u>	<u>1,213,600</u>	<u>1,087,500</u>	<u>1,387,500</u>
Total	3,024,679	4,623,055	4,274,161	4,553,386

**PERSONNEL SERVICES**

Full-time	839,155	837,535	837,535
Part-time	130,126	130,126	130,126
Overtime	<u>33,333</u>	<u>33,333</u>	<u>16,667</u>
Total Personnel Services	1,002,614	1,000,994	984,328

**PERSONNEL SCHEDULE**

<u>Park Maintenance - full-time</u>		<u>Part-time and Seasonal Staff</u>	
Park Superintendent	1.00	Park Maint. p/t	1.45
Class "A" Foreman	1.00	Park Maint. - Summer Laborers p/t	4.10
Forester I	1.00	Total	5.55
Class "A" Person	5.00		
Class "B" Person	4.00		
Class "C" Person	<u>5.00</u>		
Total	17.00		
Total Personnel	22.55		
		Full-time	17.00
		Full-time Equivalent (Part-time)	5.55

**09 - PARK IMPROVEMENT FUND CAPITAL ADDITIONS**

	<u>Proposed 2018</u>	<u>Adopted 2018</u>
<b>Theater</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Theater Total</b>	0	0
 <b>Golf Course</b>		
<b>Golf Course Equipment</b>		
Articulated tractor	29,000	29,000
PrecisionCut Trim and Surrounds Mower	<u>31,000</u>	<u>31,000</u>
<b>Total Golf Course Equipment</b>	60,000	60,000
<b>Golf Course Improvements</b>		
Various tee, bunker and fairway renovations	<u>5,000</u>	<u>5,000</u>
<b>Total Golf Course Improvements</b>	5,000	5,000
<b>Total Golf Course Equipment and Improvements</b>	65,000	65,000
 <b>James J. Eagan Center</b>		
Replace "easy access" step unit system in swimming pool	6,000	6,000
Replace 1972 ceramic flooring in two upper level restrooms	12,000	12,000
Convert 1972 pool water inlets to standard controllable inlets	10,000	10,000
Installation of additional surveillance camera	3,500	3,500
Purchase and installation of storage rack system and video surveillance server workstation	<u>18,000</u>	<u>18,000</u>
<b>James J. Eagan Center Total</b>	49,500	49,500
 <b>John F. Kennedy Center</b>		
Replace commercial garbage disposal in catering kitchen	3,500	3,500
Replace tile floor in two meeting rooms	18,000	18,000
Installation of an outdoor, double-sided electronic message sign	30,000	30,000
Installation of additional surveillance camera	<u>3,500</u>	<u>3,500</u>
<b>John F. Kennedy Center Total</b>	55,000	55,000

**09 - PARK IMPROVEMENT FUND CAPITAL ADDITIONS**

	Proposed <u>2018</u>	Adopted <u>2018</u>
<b>Bangert Pool</b>		
New lifeguard stand	4,500	4,500
Sandblast and paint pool floor and walls	36,000	36,000
Pressure wash and paint SCS play structure/water feature	<u>6,500</u>	<u>6,500</u>
<b>Bangert Pool Total</b>	47,000	47,000
<b>Koch Park Aquatic Center</b>		
No items requested	<u>0</u>	<u>0</u>
<b>Koch Park Aquatic Center Total</b>	0	0
<b>Parks Equipment</b>		
Replace dump/salt truck with accessories and radio installation	102,000	102,000
Replace 1980 Massey Ferguson tractor with new tractor	20,000	20,000
Replace 1995 Woods rotary cutter with new pull-behind rotary cutter	7,000	7,000
Replace 2 mowers with two 72" zero-turn mowers	25,000	25,000
Bucket for skid steer	2,000	2,000
Replace 1994 John Deere backhoe with new compact excavator	42,000	42,000
Replace 2011 Smithco infield groomer with new Field Pro	<u>20,000</u>	<u>20,000</u>
<b>Parks Equipment Total</b>	218,000	218,000
<b>Parks Improvements</b>		
Replace damaged roof and fascia on Pavilion #1 at St. Ferdinand Park	25,000	25,000
Replace Pavilion #5 in St. Ferdinand Park	80,000	80,000
Dredge and clean St. Ferdinand Park Lake	()	300,000
St. Louis County Municipal Park Grant to construct Phase 2 of the Manion Park Master Plan (reimbursement up to \$520,000)	548,000	548,000
<b>Parks Improvements Total</b>	653,000	953,000
<b>Parks Equipment and Improvements Total</b>	871,000	1,171,000
<b>Grand Total</b>	<b>1,087,500</b>	<b>1,387,500</b>

## Park Improvement Fund Budget: 2018

2017

2018

Account 0910 - SalariesFull-time employees

Park Superintendent	1	1
Class "A" Foreman	1	1
Forester I	1	1
Class "A" Person	5	5
Class "B" Person	4	4
Class "C" Person	<u>5</u>	<u>5</u>
Total full-time employees	17	17

Part-time Employees

## Park Maintenance (Part-time):

29 hours x 52 weeks = 1,508 hours x 2 Laborers = 3,016 hours

3,016 hours x 2nd year rate	hours	3016	3,016
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## Park Maintenance (Seasonal):

40 hours x 15 weeks = 600 hours x 11 Laborers = 6,600 hours

6,600 hours x 2nd year rate	hours	6,600	6,600
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32 hours x 30 weeks = 960 hours x 2 Laborers = 1,920 hours

1,920 hours x 2nd year rate	hours	1,920	1,920
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Total part-time hours	11,536	11,536
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Overtime	dollars	33,333	16,667
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Account 0913 - Employee Benefits

F.I.C.A., Pension, Medical, Dental, Life Insurance, Long Term Disability

Account 0914 - Residency Incentive Program

Total	15,600	15,600
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Thirteen employees at \$100 per month

Account 0920 - Debt Payment

Total	1,013,310	882,000
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2011 Certificates of Participation: Principle, interest and misc. fees 543,000

2016 Special Obligation Bonds: Principle, interest and misc. fees 339,000

Account 0921 - Uniforms and Allowances

Total	19,125	15,975
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44 Centers	Sub	<u>3,950</u>	<u>3,950</u>
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Full-time Custodial Uniforms (4 employees @ \$300)		1,200	1,200
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Staff T-Shirts/Polo Shirts		2,000	2,000
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JJE Lifeguard T-Shirts and Swimsuits		750	750
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45 Summer Playground	Sub	<u>975</u>	<u>975</u>
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Staff T-Shirts		975	975
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Park Improvement Fund Budget: 2018

		2017	2018
<b>Account 0921 - Uniforms and Allowances (con't)</b>			
<u>46 Bangert Pool</u>	Sub	<u>2,000</u>	<u>2,350</u>
Staff T-Shirts		700	850
Swimsuits		1,300	1,500
 <u>56 Koch Pool</u>	Sub	 <u>3,500</u>	 <u>0</u>
Staff T-Shirts		900	0
Swimsuits		2,600	0
 <u>47 Parks</u>	Sub	 <u>8,700</u>	 <u>8,700</u>
Full-time Park Uniforms (17 employees @ \$300)		5,100	5,100
Staff T-Shirts (seasonal staff)		1,650	1,650
Ranger Uniforms		1,950	1,950
<b>Account 0927 - Gas and Oil</b>			
	Total	64,000	64,000
<u>44 Centers</u> - Propane for Zamboni and gasoline/diesel for various equipment		3,000	3,000
<u>47 Parks</u>		61,000	61,000
<b>Account 0928 - Merchandise</b>			
	Total	54,750	31,750
<u>40 Skate Shop</u> - Resale of skate and pro shop items	Sub	<u>500</u>	<u>500</u>
 <u>44 Centers</u>	Sub	 <u>19,250</u>	 <u>19,250</u>
Resale items for Customer Service Desk		500	500
Beer for facility functions and concessions		500	500
Beverages for Rink concessions and vending machines		17,000	17,000
Special city sponsored or theatrical events		500	500
Miscellaneous supplies		750	750
 <u>47 Parks</u>	Sub	 <u>35,000</u>	 <u>12,000</u>
St. Ferdinand Park and Koch Park Cart operations		3,000	0
Bangert Park and Pool		7,000	12,000
Koch Park and Pool		25,000	0
<b>Account 0929 - Building Maintenance and Supplies</b>			
	Total	156,850	134,600
Water treatment and cooling-tower treatment		10,000	10,000
Backflow preventer inspection and repair for JJE and JFK		1,200	1,200
Elevator inspection, service and maintenance		2,500	2,500
Electrical and plumbing maintenance and supplies		4,500	4,500
Miscellaneous building maintenance and hardware		5,000	5,000
Pool and spa chemicals and supplies		5,000	5,000
HVAC maintenance		5,000	5,000
Fire extinguisher equipment, replacement & maintenance		2,000	2,000
Dowtherm, paint, custodial supplies, pest control		8,300	8,300
Spectator shielding and dasher board equipment for Rink		2,000	2,000
Wind tarps for Rink		2,000	2,000

## Park Improvement Fund Budget: 2018

2017

2018

Account 0929 - Building Maintenance and Supplies (con't)		
Repair, replacement and service on windows and window accessories	5,000	5,000
Zamboni supplies and blade sharpening/replacement	2,000	2,000
Water softener materials	1,000	1,000
Replacement tables and chairs for JJE and JFK	10,000	10,000
Hydro-flushing of sanitary lines at JJE and JFK	2,500	2,500
Replacement of broken and damaged pool filter elements and covers	2,000	2,000
Fitness Center equipment, maintenance and supplies	10,000	10,000
Gymnasium equipment, repairs and supplies	1,600	1,600
Roof repair and maintenance	7,500	7,500
Repair, troubleshoot and service fire alarm system	4,000	4,000
Security video system maintenance, materials and supplies	2,500	2,500
Nature Lodge maintenance, repairs and supplies	4,000	4,000
Asbestos abatement	25,000	15,000
Water slide, slide tower, and bridge maintenance and repairs - JJE Pool	0	20,000
Various fitness equipment, furniture, maintenance items, etc.	32,250	0

Account 0930 - Maintenance and Supplies	Total	112,850	78,125
<u>46 Bangert Pool</u>	Sub	<u>24,925</u>	<u>28,725</u>
Miscellaneous hardware, paint, caulk		1,600	1,600
Plumbing maintenance materials & supplies		1,200	1,200
Hydro flushing of sanitary lines		750	750
Electrical maintenance and supplies		1,250	1,250
Janitorial supplies, locker maintenance, pest control		1,325	1,325
First-aid supplies		400	400
Pool equipment and supplies, test kits, deep water bracelets		1,900	1,900
Rescue and staff training supplies		600	600
Office supplies		100	100
Pool deck lounges		2,400	2,400
Pump and chemical feeding system maintenance		1,400	1,400
Swim Team supplies		500	0
U.V. system maintenance and supplies		2,500	2,500
Supplies and maintenance for filtration and chlorination systems		4,000	4,000
Convert chlorinating system from calcium to sodium hypochlorite		0	3,000
Replace broken section of water slide		0	1,300
Refurbish grate around entire gutter system		0	5,000
Replace/repair 3 meter diving board system		5,000	0
<u>56 Koch Pool</u>	Sub	<u>38,525</u>	<u>0</u>
Miscellaneous hardware, paint, caulk		2,000	0
Plumbing maintenance and supplies		1,200	0
Hydro flushing of sanitary lines		750	0
Backflow preventer inspection and repair		1,000	0
Electrical maintenance and supplies		500	0

## Park Improvement Fund Budget: 2018

20172018

<u>Account 0930 - Maintenance and Supplies (con't)</u>			
Miscellaneous janitorial supplies		1,950	0
First-aid supplies		400	0
Locker maintenance		200	0
Pool test kits		500	0
Pest control		125	0
Pool equipment and supplies		1,200	0
Rescue and staff training supplies		900	0
Office supplies		100	0
Deep water bracelets		1,000	0
Pool deck lounges		2,400	0
Pump and chemical feeding system maintenance		1,400	0
Otter Slide maintenance		500	0
Water feature maintenance		1,000	0
Lily Pad Area maintenance and supplies		3,400	0
Lazy River tube replacement		1,000	0
Supplies and maintenance for filtration and chlorination systems		5,000	0
Replace broken filter baskets		2,500	0
Replace sight-obstructing, high maintenance vegetation with landscaping rock		2,000	0
Various replacement parts and repair work, water wheelchair		7,500	0
<u>47 Parks</u>	Sub	<u>49,400</u>	<u>49,400</u>
Equipment repair and various maintenance services, parts and supplies		35,000	35,000
Backflow preventer inspection and repair in parks and on Greenway Trail		1,400	1,400
Maintenance and repairs on 2001 Showmobile		10,000	10,000
Maintenance on water features at St. Ferdinand Lake		2,000	2,000
Fire extinguisher equipment, replacement & maintenance		1,000	1,000
<u>Account 0931 - Recreation Supplies</u>	Total	<u>44,600</u>	<u>43,000</u>
<u>44 Centers</u>	Sub	<u>34,100</u>	<u>32,500</u>
Splish-Splash Summer Bash		1,000	1,000
Project Lift-Off		1,000	1,000
Halloween Event		1,000	1,000
Party on the Ice Event		1,000	1,000
Supplies for city sponsored leagues		15,000	15,000
Miscellaneous supplies for classes, programs, activities and special events		6,000	6,000
Miscellaneous athletic and recreation equipment		2,000	2,000
Swim Team supplies		0	500
Replace damaged and unusable rental ice skates		5,000	5,000
Replace damaged/torn gymnastic tumbling mats		2,100	0
<u>45 Summer Playground</u>	Sub	<u>10,500</u>	<u>10,500</u>



Park Improvement Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
<b>Account 0932 - Office Supplies and Printing</b>	<b>Total</b>	<b>40,800</b>	<b>40,800</b>
<u>44 Centers</u>	Sub	<u>10,800</u>	<u>10,800</u>
Printing and office supplies		2,200	2,200
RecPro software subscription service		7,000	7,000
Parks & Recreation receipts		1,600	1,600
<u>47 Parks</u>	Sub	<u>30,000</u>	<u>30,000</u>
Printing and office supplies		7,000	7,000
Photo ID supplies		18,000	18,000
Video server surveillance software service		5000	5,000
<b>Account 0933 - Materials and Supplies</b>	<b>Total</b>	<b>148,750</b>	<b>123,300</b>
<u>46 Bangert Pool</u>	Sub	<u>23,500</u>	<u>17,300</u>
Sodium Hypochlorite		3,000	10,000
Co2		4,000	4,000
Muriatic Acid		250	250
Cyanuric Acid		600	600
Calcium Hypochlorite		14,000	800
Algaecide		500	500
Filter Aids		500	500
Sodium Bicarbonate		500	500
Chlorine (for Splash Pad)		150	150
<u>47 Parks</u>	Sub	<u>104,100</u>	<u>106,000</u>
Dirt for athletic fields		6,500	10,000
Sports equipment		1,000	1,000
Playground and pavilion parts and equipment		30,000	30,000
Playground and landscaping mulch		10,000	10,000
Field marking supplies		3,000	3,000
Field and pavilion lighting supplies		2,000	4,000
Top caps for outfield fencing		1,500	1,500
Building and construction materials		12,000	12,000
Maintenance supplies and materials for park facilities		5,000	5,000
Sand for athletic fields and volleyball pits		4,000	4,000
Landscaping supplies		4,000	4,000
Chemical and cleaning supplies		4,500	4,500
Metal products		3,000	3,000
Calcium Chloride		3,000	3,000
Fish for stocking St. Ferdinand lake		4,000	4,000
Trash cans and lids		500	500
Picnic table and park bench parts and materials		500	500
Park restroom supplies		1,000	1,000
Memorial trees		2,000	2,000
Miscellaneous materials, supplies and small tools		3,000	3,000
Purchase beer coolers at St. Ferdinand and Koch		3,600	0

## Park Improvement Fund Budget: 2018

2017 2018

Account 0933 - Materials and Supplies (con't)				
<u>56 Koch Pool</u>	Sub	21,150	0	
Sodium Hypochlorite		12,000	0	
Co2		5,000	0	
Muriatic Acid		250	0	
Cyanuric Acid		600	0	
Calcium Hypochlorite		800	0	
Algaecide		500	0	
Filter Aids		500	0	
Sodium Bicarbonate		500	0	
Other chemicals and supplies as needed		1,000	0	
Account 0942 - Dues, Travel and Training		Total	13,660	19,160
<u>44 Centers</u>	Sub	7,500	7,500	
Auto allowance		3,500	3,500	
Aquatic Facility Operator and Certified Pool/Spa Operator certification fees and additional aquatic professional courses		1,200	1,200	
Municipal Swim League membership dues		800	800	
Miscellaneous dues, training, and re-certifications		2,000	2,000	
<u>45 Summer Playground</u>	Sub	960	5,460	
Auto allowance			960	
Bus service to transport Koch Summer Playground children to swimming pool			4,500	
<u>47 Parks</u>	Sub	5,200	6,200	
Missouri Park and Recreation Assn. membership dues and convention fee		3,500	4,500	
Certified Park and Recreation Professional (CPRP) certification fees		900	900	
Pesticide applicator's license		100	100	
Metro Park and Recreation Directors and Board meetings/seminars		700	700	
Account 0950 - Professional Services		Total	240,240	247,240
<u>01 Miscellaneous</u>	Sub	14,050	24,050	
Tree Planting		7,500	7,500	
Audit		2,050	2,050	
Inclusion Coordinator		4,500	4,500	
Consulting and design services for future aquatic facility		0	10,000	
<u>02 Bank Fees</u>	Sub	10,000	10,000	
<u>44 Centers</u>	Sub	19,290	18,690	
Liquor licenses - all facilities		3,500	3,500	
Operating Permits - Bangert, Koch, JJE		800	600	
Ice Machine Rental - Bangert		2,150	750	
Hepatitis "A" Vaccinations (for employees)		1,700	1,700	
JJE Pool Operational Safety Audit		1,200	1,200	

## Park Improvement Fund Budget: 2018

2017 2018

Account 0950 - Professional Services (con't)		2017	2018
Charter converter boxes for fitness centers		1,440	1,440
Professional fees for pool operation		1,500	1,500
Ellis & Associates annual retainer fee (aquatic safety provider)		0	1,000
Contracts for DJ services		2,000	2,000
RecPro IP Charge Card processing annual fee		800	800
Contracts for program instructors and services		4,200	4,200
<u>46 Bangert Pool</u>	Sub	<u>2,400</u>	<u>2,400</u>
Operational Safety Audit		900	900
Professional fees for pool operation		1,500	1,500
<u>56 Koch Pool</u>	Sub	<u>2,400</u>	<u>0</u>
Operational Safety Audit		900	0
Professional fees for pool operation		1,500	0
<u>47 Parks</u>	Sub	<u>192,100</u>	<u>192,100</u>
Grinding service and mulch/chip removal from Koch Park		20,000	20,000
Tree trimming and tree removal		75,000	75,000
Ash tree service due to Emerald Ash Borer blight		25,000	25,000
Tree trimming at the golf course		2,500	2,500
Electric repair and lighting for pavilions and ball fields		15,000	15,000
Fireworks and related items		28,000	28,000
Rental and service of portable toilets		5,000	5,000
Music copyright fees (ASCAP, SESAC, etc.)		2,200	2,200
Monitoring service for remote alarm devices in the parks		1,000	1,000
Service and Product Maintenance Agreement on surveillance cameras		8,000	8,000
Band concerts		900	900
St. Ferdinand Park lake pump cleaning		500	500
Boom-truck inspection		1,000	1,000
St. Louis County Municipal Park Planning Grant: Reimbursed at 80% for the first \$8,000 (\$6,400 grant).		8,000	8,000
<u>Account 0951 - Parking Lot, Driveway and Walkway Repairs</u>	Total	<u>20,000</u>	<u>20,000</u>
Miscellaneous repair work on dangerous/hazardous concrete and asphalt areas.			
Removal of trip hazards and uneven/cracking sections of walkways, pool decking, etc.		20,000	20,000
<u>Account 0954 - Publicity</u>	Total	<u>16,300</u>	<u>16,300</u>
Parks and Recreation Department guides/brochures		13,000	13,000
Miscellaneous advertising media, tri-folds, posters, fliers, etc.		3,300	3,300
<u>Account 0955 - Insurance</u>	Total	<u>60,000</u>	<u>50,000</u>
Workers Compensation Insurance		60,000	50,000

Park Improvement Fund Budget: 2018

		2017	2018
Account 0961 - Capital Additions	Total	1,213,600	1,387,500
<u>Florissant Civic Center Theater</u>	Sub	0	0
<u>44 James J. Eagan Center</u>	Sub	77,200	49,500
Replace "easy access" step unit system in swimming pool			6,000
Replace 1972 ceramic flooring in two upper level restrooms			12,000
Convert 1972 pool water inlets to standard controllable inlets			10,000
Installation of additional surveillance camera			3,500
Purchase and installation of high density mass storage rack system and video surveillance server workstation (to be compliant with Secretary of State's records retention schedule for local governments. (Page 14, GS 088 - Security Camera Video Recordings in Public Facilities			18,000
<u>44 John F. Kennedy Center</u>	Sub	5,000	55,000
Replace commercial garbage disposal in catering kitchen			3,500
Replace tile flooring in meeting room			18,000
Installation of an outdoor, double-sided, electronic message sign			30,000
Installation of additional surveillance camera			3,500
<u>46 Bangert Pool</u>	Sub	0	47,000
New lifeguard stand			4,500
Sandblast and paint pool floor and walls			36,000
Pressure wash and paint SCS play structure/water feature			6,500
<u>56 Koch Park Aquatic Center</u>	Sub	24,000	0
<u>06 Golf Course Equipment</u>	Sub	7,500	60,000
New articulated tractor			29,000
PrecisionCut Trim and Surrounds Mower			31,000
<u>06 Golf Course Improvements</u>	Sub	5,000	5,000
Various tee, bunker and fairway renovations			5,000
<u>47 Parks Equipment</u>	Sub	152,600	218,000
Replace 2004 dump/salt truck			102,000
Replace 1980 Massey Ferguson tractor with new tractor			20,000
Replace 1995 Woods rotary cutter with new pull-behind rotary cutter			7,000
Replace two mowers with two 72" zero-turn mowers			25,000
Bucket for skid steer			2,000
Replace 1994 John Deere backhoe with new compact excavator			42,000
Replace 2011 Smithco infield groomer with new Field Pro			20,000
<u>47 Park Improvements</u>	Sub	942,300	953,000
Replace damaged roof and fascia on Pavilion #1 at St. Ferdinand Park			25,000
Replace Pavilion #5 in St. Ferdinand Park			80,000
Clean and dredge St. Ferdinand Park Lake			300,000
Park Master Plan. Project will include a new ADA restroom, new sewer line and electric service, walking trails, landscaping, erosion control, and other park amenities. Project funds are reimbursed by the Park Grant Commission up to \$520,000. Net expense \$28,000.			548,000

City of Florissant Operating Budget  
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**08 - STREET FUND**

Actual <u>2016</u>	Budget <u>2017</u>	Proposed <u>2018</u>	Adopted <u>2018</u>
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**REVENUE**

Revenue	746,927	1,500,000	1,550,000	1,550,000
Interest	0	0	0	<u>0</u>
Miscellaneous Revenue	<u>0</u>	<u>0</u>	<u>1,861,608</u>	<u>1,861,608</u>
Total Budgeted Revenue	746,927	1,500,000	3,411,608	3,411,608
Less Total Budgeted Expenditure			<u>(4,027,010)</u>	<u>(4,027,010)</u>
Equal Revenue Over/(Under) Expenditure			(615,402)	(615,402)
Plus Estimated Beginning Fund Balance			<u>941,003</u>	<u>941,003</u>
Equal Estimated Ending Fund Balance			325,601	325,601

**EXPENDITURES**

0852-Street Contracts	<u>0</u>	<u>1,700,000</u>	<u>4,027,010</u>	<u>4,027,010</u>
Total	0	1,700,000	4,027,010	4,027,010

Street Fund Budget: 2018

	<u>2017</u>	<u>2018</u>
Account 0852 - Street Contracts	0	4,027,010
Street replacement, repairs and maintenance ... to include major repairs, new curb and gutters, asphalt overlays, new PCC pavement replacement to maintain curb heights, etc. ...		1,700,000
North Lafayette Street Reconstruction - Phase I ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$892,792 grant/\$223,198 city)	0	1,115,990
North Lafayette Street Reconstruction - Phase II ROW acquisition ... this is an 80% grant reimbursement project ... construction in 2018 budget year... (\$968,816 grant/\$242,204 city)	0	1,211,020



City of Florissant Operating Budget  
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<b>04 - SEWER LATERAL FUND</b>	Actual	Budget	Proposed	Adopted
<b><u>REVENUE</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2018</u></b>
Revenue	509,661	500,000	510,000	510,000
Interest	5,808	5,000	4,000	<u>4,000</u>
Miscellaneous Revenue	<u>0</u>	<u>0</u>	<u>0</u>	0
Total Budgeted Revenue	515,469	505,000	514,000	514,000
Less Total Budgeted Expenditure			<u>(666,100)</u>	<u>(633,300)</u>
Equal Revenue Over/(Under) Expenditure			(152,100)	(119,300)
Plus Estimated Beginning Fund Balance			<u>1,458,923</u>	<u>1,458,923</u>
Equal Estimated Ending Fund Balance			1,306,823	1,339,623

**EXPENDITURES**

8021-Uniforms	900	900	900	900
8027-Gasoline	6,484	15,000	14,000	14,000
8030-Equipment Repair	21,789	14,000	23,000	23,000
8032-Office Supplies & Maint.	1,909	2,500	2,500	2,500
8033-Materials and Supplies	27,798	38,000	37,000	37,000
8042-Dues, Travel & Training	1,371	2,000	1,800	1,800
8050-Professional Service	547,694	574,050	480,100	480,100
8055-Insurance, Fire & Liability	18,015	25,000	25,000	25,000
8061-Capital Additions	<u>19,900</u>	<u>0</u>	<u>81,800</u>	<u>49,000</u>
Total	645,860	671,450	666,100	633,300

**04 - SEWER LATERAL FUND CAPITAL ADDITIONS**

One 3/4 ton Pickup Truck with radio, bedliner and hazard lights	32,800	0
One mini-excavator	<u>49,000</u>	<u>49,000</u>
Total	81,800	49,000

# Sewer Lateral Fund Budget: 2018

		2017	2018
Account 8021 - Uniforms	Total	900	900
Clothing allowance for all Full-time and Part-time employees		900	900
Account 8027 - Gasoline	Total	15,000	14,000
Gasoline cross charges for SLIP equipment		15,000	14,000
Account 8030 - Equipment Repair	Total	14,000	23,000
Includes maintenance equipment, miscellaneous automotive parts and supplies; brakes, tune-up kits, etc., tire repairs, purchase and service; dealer parts and service; small engine parts and service; heavy equipment parts, service and supplies; transmission parts, service and supplies; radiator and a/c service mufflers, exhaust work, batteries, lights, radio work, upholstery, glass, parts, service and supplies, lubricants and fluids, towing,			
Account 8032 - Printing & Office Supplies	Total	2,500	2,500
Miscellaneous office supplies (paper, printer cartridges, printing, etc.)		2,000	2,000
Misc. replacement of office equipment/furniture/cameras/video tapes ...		500	500
Account 8033 - Materials & Supplies	Total	38,000	37,000
Concrete pavement and sidewalk replacement		10,000	10,000
Asphalt pavement replacement		10,000	10,000
Various small tools & supplies ...		1,000	1,000
Miscellaneous – top soil, grass seed, sod, lumber, sand, rock, small tools, forms, etc.		17,000	16,000
Account 8042 - Dues, Travel, Training	Total	1,831	1,800
City Engineer: Dues: Association of State Flood Plain Managers (ASFPM) - \$110, American Society of Civil Engineers - \$225		335	335
Travel – Mileage for use of personal vehicle		1,496	1,465
Account 8050 - Professional Services	Total	574,050	480,100
Audit		2,050	2,100
Bank Fees		1,000	1,000
Sewer Lateral Repairs by Contractor		100,000	110,000
Video inspection fee reimbursement		32,000	30,000
Tree Removal		10,000	10,000
Computer Consultant/Maintenance/Upgrades/Supplies (CAD Programs)		5,000	5,000
Administrative Cross Charge		424,000	322,000



# Sewer Lateral Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
Account 8055 - Insurance	Total	25,000	25,000
General Liability, Workers Compensation, Property, etc.		25,000	25,000
Account 8061 - Capital Additions/Improvements	Total	0	49,000
1 each Mini-Excavator for rear yard repairs (addition)			49,000

City of Florissant Operating Budget  
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<b>10 - PROPERTY REVITALIZATION</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Adopted</b>
<b><u>REVENUE</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2018</u></b>
Revenue	500	0	0	0
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	500	0	0	0
Less Total Budgeted Expenditure			<u>(30,000)</u>	<u>(30,000)</u>
Equal Revenue Over/(Under) Expenditure			(30,000)	(30,000)
Plus Estimated Beginning Fund Balance			<u>41,007</u>	<u>41,007</u>
Equal Estimated Ending Fund Balance			11,007	11,007
 <b><u>EXPENDITURES</u></b>				
1050-Professional Service	<u>2,684</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
Total	2,684	30,000	30,000	30,000

Property Revitalization Fund Budget: 2016

	<u>2015</u>	<u>2016</u>
Account 1050 - Professional Services	30,000	30,000
02 - Property Acquisition Program	Total 30,000	30,000

The Property Acquisition Program allows the City to accept assignment of certain properties within the City limits that are delinquent in real estate property taxes and have been offered for sale by the St. Louis County Collector of Revenue at least three times and the property was not sold. The City will stabilize the properties and seek to find buyers that will bring the properties up to code compliance and occupancy standards. This program is intended to foster greater community stability and strengthen the tax base of the City by preserving and improving single-family home values. Any proceeds from the sale of properties will be returned to this fund.

City of Florissant Operating Budget  
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<b>14 - COURT BUILDING FUND</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Adopted</b>
<b><u>REVENUE</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2018</u></b>
Revenue	83,891	132,000	132,000	<u>132,000</u>
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	83,891	132,000	132,000	132,000
Less Total Budgeted Expenditure			<u>(132,000)</u>	<u>(132,000)</u>
Equal Revenue Over/(Under) Expenditure			0	0
Plus Estimated Beginning Fund Balance			<u>0</u>	<u>0</u>
Equal Estimated Ending Fund Balance			0	0
 <b><u>EXPENDITURES</u></b>				
1420-Debt Service	<u>69,825</u>	<u>132,000</u>	<u>132,000</u>	<u>132,000</u>
Total	69,825	132,000	132,000	132,000

# Court Building Fund: 2018

		<u>2017</u>	<u>2018</u>
Account 1420 - Debt Service	Total	132,000	132,000

Debt service payments utilizing the available balance from the imposition of a court cost authorized by HB 1231 and approved by Governor Nixon on July 9, 2014. HB 1231 amended RSMo 488.2245 and authorized the imposition of a court cost for each municipal ordinance violation case filed before the Municipal Division Judge or Associate Circuit Judge of the City of Florissant Municipal Court. Proceeds can be used for land assemblage and purchase, construction, maintenance, and upkeep of a municipal courthouse.

\$1,170,000 was advanced from the General Fund to purchase the property at 4575 Washington Street for use as a municipal court building as authorized by Ord. #8119 adopted on February 23, 2015.

City of Florissant Operating Budget  
December 1, 2017 through November 30, 2018

<b>XX - POLICE FUND</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Adopted</b>
<b><u>REVENUE</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2018</u></b>
Revenue (Proposition P sales tax)	0	0	2,600,000	2,600,000
Interest	0	0	0	0
Miscellaneous Revenue	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Revenue	0	0	2,600,000	2,600,000
Less Total Budgeted Expenditure			<u>(2,182,302)</u>	<u>(2,201,116)</u>
Equal Revenue Over/(Under) Expenditure			417,698	398,884
Plus Estimated Beginning Fund Balance			<u>0</u>	<u>0</u>
Equal Estimated Ending Fund Balance			417,698	398,884
<b><u>EXPENDITURES</u></b>				
xx50-Professional Service	0	0	1,638,302	1,253,316
xx61-Capital Additions	<u>0</u>	<u>0</u>	<u>544,000</u>	<u>947,800</u>
Total	0	0	2,182,302	2,201,116
<b>XX - POLICE FUND CAPITAL ADDITIONS</b>				
Police Officer Protective Equipment			79,000	79,000
License plate reader system			40,000	40,000
In-car video system for police patrol vehicles			250,000	250,000
Firearm Training Shooting Simulator			125,000	125,000
Replacement Records Management System			50,000	50,000
Replacement of mobile car computers/printers/devices and related equipment.			0	45,000
Replacement of desktop computers and related items			0	16,000
Replace and upgrade security cameras and equipment			0	10,000
Networking Infrastructure Upgrade			0	20,000
Replace Servers and related equipment.			0	5,000
Computer Systems Backup/Related security software			0	5,000
Four mobile speed monitoring units			0	21,000
One additional Police motorcycle			0	20,000
Purchase of six new vehicles and related equipment at 29,500 each			0	177,000
Purchase of two new Chevrolet Tahoe Police Vehicles and related equipment at 35,000 each			0	70,000
Trade in value of eight patrol vehicles - those vehicles in reasonably good shape will be retained and utilized in other departments			0	0
Radio/Emergency equipment installation at 1,850 each for eight new vehicles.			<u>0</u>	<u>14,800</u>
Total			544,000	947,800

Police Fund Budget: 2018

		<u>2017</u>	<u>2018</u>
Account xx50 – Professional Services	Total	0	1,253,316
Administrative Cross Charge for the following:			
Wages:			
Incremental wage and benefit increase for all full-time uniformed employees.			
Accounts for the difference between pay rates under Ord. #8059 adopted July 14, 2014 and Ord. #8318 adopted May 9, 2017 and as amended in November, 2017.			
			1,118,436
Half of the wage and benefit cost for the new Information Technology Director			
			59,037
One additional Reserve Police Officer (part-time)			
			44,707
Additional Dispatcher hours (part-time)			
			31,136

Account xx61 – Capital Additions	Total	0	947,800
Police Officer Protective Equipment			79,000
License Plate Reader System			40,000
In-car video system for police patrol vehicles			250,000
Firearm Training Shooting Simulator			125,000
Replacement Records Management System			50,000
Replacement of mobile car computers/printers/devices and related equipment			45,000
Replacement of desktop computers and related items			16,000
Replace and upgrade security cameras and equipment			10,000
Networking Infrastructure Upgrade			20,000
Replace Servers and related equipment			5,000
Computer Systems Backup/Related security software			5,000
Four mobile speed monitoring units			21,000
One additional Police motorcycle			20,000
Purchase of six new vehicles and related equipment at \$29,500 each			177,000
Purchase of two new Chevrolet Tahoe Police Vehicles and related equipment at 35,000 each			70,000
Trade in value of eight patrol vehicles - those vehicles in reasonably good shape will be retained and utilized in other departments			0
Radio/Emergency equipment installation at \$1,850 each for eight new vehicles			14,800

Article I. Section 105.070 - Estimates of future expenditures and personnel needs.

**GENERAL FUND REVENUE**

	2019		2020		2021		2022	
Income		23,074,300		23,420,414		23,771,720		24,128,296
Reserve		1,803,842		1,808,119		1,813,601		1,820,332
<b>Total</b>		<b>24,878,142</b>		<b>25,228,533</b>		<b>25,585,321</b>		<b>25,948,628</b>

**GENERAL FUND EXPENDITURES**

	2019			2020			2021			2022		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Legislative	0	0	160,760	0	0	160,760	0	0	160,760	0	0	160,760
Administration	17	0	3,061,302	17	0	3,087,653	17	0	3,114,458	17	0	3,141,727
Municipal Court	6	0	657,140	6	0	667,633	6	0	678,323	6	0	689,214
Health	9	0	925,199	9	0	938,804	9	0	952,658	9	0	966,767
Senior Services	2	0	200,671	2	0	203,100	2	0	205,572	2	0	208,089
Recreation	22	0	4,130,960	22	0	4,185,332	22	0	4,240,713	22	0	4,297,123
Public Works	46	0	3,908,143	46	0	3,969,364	46	0	4,031,701	46	0	4,095,176
Police	112	0	11,173,637	112	0	11,348,808	112	0	11,527,187	112	0	11,708,833
Media	2	0	215,891	2	0	219,004	2	0	222,175	2	0	225,403
Information Tech.	2	0	383,112	2	0	385,703	2	0	388,337	2	0	391,015
Housing Center	<u>1</u>	<u>0</u>	<u>61,327</u>	<u>1</u>	<u>0</u>	<u>62,372</u>	<u>1</u>	<u>0</u>	<u>63,436</u>	<u>1</u>	<u>0</u>	<u>64,520</u>
<b>Total</b>	<b>219</b>	<b>0</b>	<b>24,878,142</b>	<b>219</b>	<b>0</b>	<b>25,228,533</b>	<b>219</b>	<b>0</b>	<b>25,585,321</b>	<b>219</b>	<b>0</b>	<b>25,948,628</b>

**CAPITAL IMPROVEMENT FUND**

	2019			2020			2021			2022		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income			3,250,000			3,250,000			3,250,000			3,250,000
Cap Imp. Exp.	0	450,000	4,841,842	0	450,000	4,846,684	0	450,000	4,846,684	0	450,000	4,846,684

**PARK IMPROVEMENT FUND**

	2019			2020			2021			2022		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income			3,400,000			3,400,000			3,400,000			3,400,000
Park Imp. Exp.	17	400,000	4,064,049	17	400,000	4,091,409	17	400,000	4,119,228	17	400,000	4,147,513

**STREET FUND**

	2019			2020			2021			2022		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income			1,500,000			1,500,000			1,500,000			1,500,000
Street Contracts	0	0	1,500,000	0	0	1,500,000	0	0	1,500,000	0	0	1,500,000

**SEWER LATERAL FUND**

	2019			2020			2021			2022		
	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount	f/t	Capital Add	Amount
Income			500,000			500,000			500,000			500,000
Sewer Lateral Exp.	0	0	679,453	0	0	686,248	0	0	693,110	0	0	700,041



# RECAP OF CHANGES

CONSOLIDATED

110917

General Fund:			Proposed Budget (Revised)	Amended Budget (Council)	Description
Revenue			23,982,602	23,597,616	(384,986)
Expenditure			(26,123,385)	(26,349,469)	226,084
Revenue Over/(Under) Expenditure			(2,140,783)	(2,751,853)	611,070
Plus Estimated Beginning Fund Balance			8,238,064	8,238,064	
Equal Estimated Ending Fund Balance			6,097,281	5,486,211	
<u>Revenue:</u>					
	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
	Other Misc.	33,587	0	(791,087)	eliminate x-charge from Police fund to General fund (33,587 RIP, 76,000 telephone, 125,000 legal, 6,000 misc., 550,500 insurance
	Other Misc.	776,988	1,118,436	406,101	adjust x-charge for incremental wage and benefit increase for police due to additional 2%+ increase, 8% for park police and dispatcher and add 50% of IT Director wage and benefits
Total Revenue Adjustments and Changes				(384,986)	
<u>Expenditure:</u>					
	<u>Add or (Delete)</u>	<u>Internal Transfers</u>		<u>Net Change</u>	<u>Description</u>
	0	(653,657)	653,657	0	from Police to Health
	0	(250,707)	250,707	0	from Public Works to Health
	0	(715,086)	715,086	0	from Police to Administration
	(64,765)	0	0	(64,765)	unclassified adjustment removed
	(124,046)	0	0	(124,046)	OT reduction
	2,090	0	0	2,090	200 hour for City Clerk intern
	1,400	0	0	1,400	Court office supplies
	(16,255)	0	0	(16,255)	cut PA hours by 100
	32,409	0	0	32,409	Health OT - added and then halved
	100	0	0	100	Health uniforms
	(2,892)	0	0	(2,892)	Golf Manager wage adjustment
	29,091	0	0	29,091	P/T Police 8% wage increase
	368,952	0	0	368,952	Police wage & benefit increase
	226,084	(1,619,450)	1,619,450	226,084	Total

**General Fund:**

			Proposed Budget (Revised)	Amended Budget (Council)	Description
	Revenue		23,982,602	23,597,616	(384,986)
	Expenditure		(26,123,385)	(26,349,469)	226,084
	Revenue Over/(Under) Expenditure		(2,140,783)	(2,751,853)	611,070
	Plus Estimated Beginning Fund Balance		8,238,064	8,238,064	
	Equal Estimated Ending Fund Balance		6,097,281	5,486,211	

**Revenue:**

Page	Dept.	Account	Proposed	Amended	Change	Description
3	Misc.	Other Misc.	33,587	0	(33,587)	eliminate RIP from Police x-charge
3	Misc.	Other Misc.	76,000	0	(76,000)	eliminate telephone from Police x-charge
3	Misc.	Other Misc.	125,000	0	(125,000)	eliminate legal fees from Police x-charge
3	Misc.	Other Misc.	4,000	0	(4,000)	eliminate flex fees from Police x-charge
3	Misc.	Other Misc.	2,000	0	(2,000)	eliminate legal notices from Police x-charge
3	Misc.	Other Misc.	550,500	0	(550,500)	eliminate insurance from Police x-charge
						adjust x-charge for incremental wage and benefit increase for police due to 2%+ increase in wage scale and adjustments to placement on the wage scale
3	Misc.	Other Misc.	776,988	1,118,436	341,448	
						adjust x-charge for wage/benefits for Park Police due to 8% wage increase
3	Misc.	Other Misc.	41,396	44,707	3,311	
						adjust x-charge for wage/ benefits for p/t Dispatch due to 8% wage increase
3	Misc.	Other Misc.	28,831	31,136	2,305	
						add 50% of wages and benefits for IT Dir. to Police x-charge
3	Misc.	Other Misc.	0	59,037	59,037	
		Total Revenue Adjustments and Changes			(384,986)	

**Expenditure:**

Page	Dept.	Account	Proposed	Amended	Change	Description
4	IT	Telephone	76,000	152,000	76,000	A delete from Police Dept.
16	Admin	Salaries	301,889	269,968	(31,921)	adjust out unclassified change
16	Admin	Benefits	118,085	109,902	(8,183)	adjust out unclassified change
16	Admin	Salaries	5,826	7,768	1,942	add 200 hours for City Clerk intern
16	Admin	Benefits	446	594	148	add 200 hours for City Clerk intern
16	Admin	Benefits	0	2,386	2,386	O add FICA on RIP from Police
16	Admin	Res. Incentive	78,000	109,200	31,200	B delete from Police Dept.
16	Admin	Pro. Service	219,520	348,520	129,000	M delete from Police Dept.
16	Admin	Legal Notices	8,000	10,000	2,000	M delete from Police Dept.
16	Admin	Insurance	342,800	893,300	550,500	C delete from Police Dept.
21	Court	Salaries	58,402	58,182	(220)	adjust out unclassified change
21	Court	Benefits	24,069	24,012	(57)	adjust out unclassified change
21	Court	Office Supplies	8,900	10,300	1,400	add printing supplies and file cabinets
23	Pro. Att.	Salaries	57,984	42,884	(15,100)	eliminate 100 hours for PA's
23	Pro. Att.	Benefits	27,048	25,893	(1,155)	eliminate 100 hours for PA's
25	Health	Salaries	0	339,874	339,874	D Health Dept. full-time from Police & PW
25	Health	Salaries	0	26,000	26,000	Health Dept. overtime

Page	Dept.	Account	Proposed	Amended	Change		Description
25	Health	Salaries	0	191,980	191,980	E	Health Dept. part-time from Police & PW
25	Health	Benefits	0	188,010	188,010	F	Health Dept. combined benefits
25	Health	Benefits	0	6,409	6,409	F	Health Dept. benefits on overtime
25	Health	Uniforms	0	3,500	3,500	G	from police and public works
25	Health	Uniforms	0	100	100		uniforms for Health Dept.
25	Health	Utilities	0	11,000	11,000	H	from police
25	Health	Gas & Oil	0	48,000	48,000	I	from public works
25	Health	Build. Supplies	0	32,000	32,000	J	from police
25	Health	Office Supplies	0	9,000	9,000	K	from police and public works
25	Health	Materials	0	36,000	36,000	J	from police
25	Health	Training	0	5,000	5,000	L	from police
25	Health	Pro. Service	0	40,000	40,000	M	from police
39	Parks	Salaries	99,038	83,686	(15,352)		adjust out unclassified change
39	Parks	Benefits	34,483	30,549	(3,934)		adjust out unclassified change
41	Golf	Salaries	39,900	37,598	(2,302)		adjust proposed change to Clubhouse Mgr.
41	Golf	Benefits	19,327	18,737	(590)		from 5/4 to 5/1
45	Public Wks.	Salaries	109,015	104,957	(4,058)		adjust out unclassified change
45	Public Wks.	Benefits	39,196	38,156	(1,040)		adjust out unclassified change
45	Public Wks.	Salaries	83,464	0	(83,464)	D	adjust out Health full-time
45	Public Wks.	Salaries	60,515	0	(60,515)	E	adjust out Health part-time
45	Public Wks.	Benefits	55,478	0	(55,478)	F	adjust out Health benefits
45	Public Wks.	Uniforms	10,900	9,900	(1,000)	G	move to Health Dept.
45	Public Wks.	Gas & Oil	126,000	78,000	(48,000)	I	move to Health Dept.
45	Public Wks.	Office Supplies	26,250	24,000	(2,250)	K	move to Health Dept.
51	Police	Salaries	256,410	0	(256,410)	D	move full-time back to Health Dept.
51	Police	Benefits	122,475	0	(122,475)	F	move full-time Health Benefits
51	Police	Salaries	131,465	0	(131,465)	E	move part-time back to Health Dept.
51	Police	Benefits	10,057	0	(10,057)	F	move FICA for part-time to Health Dept.
51	Police	Salaries	230,724	249,182	18,458		8% wage increase for p/t Park Police
51	Police	Benefits	17,650	19,062	1,412		FICA for p/t Park Police
51	Police	Salaries	107,128	115,694	8,566		8% wage increase p/t Dispatch
51	Police	Benefits	8,195	8,851	655		FICA for p/t Dispatch
51	Police	Res. Incentive	31,200	0	(31,200)	B	move RIP to Administration Dept.
51	Police	Benefits	2,386	0	(2,386)	O	move FICA on RIP
51	Police	Uniforms	92,500	90,000	(2,500)	G	move to Health Dept.
51	Police	Telephone	76,000	0	(76,000)	A	move to IT Dept.
51	Police	Utilities	73,500	62,500	(11,000)	H	move to Health Dept.
51	Police	Bldg. Maint.	140,000	72,000	(68,000)	J	move to Health Dept.
51	Police	Office Supplies	48,750	42,000	(6,750)	K	move to Health Dept.
51	Police	Training	92,300	87,300	(5,000)	L	move to Health Dept.
51	Police	Pro. Service	131,000	0	(131,000)	M	move to Administration
51	Police	Pro. Service	40,000	0	(40,000)	M	move to Administration
51	Police	Insurance	550,500	0	(550,500)	C	move to Administration
70	Media	Salaries	124,375	122,708	(1,667)		reduce OT hours back to 2017 level
70	Media	Benefits	46,024	45,613	(411)		reduce OT hours back to 2017 level
16	Admin	Salaries	3,333	1,667	(1,666)		reduce OT by half

<u>Page</u>	<u>Dept.</u>	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
16	Admin	Benefits	822	411	(411)	reduce OT by half
23	Health	Salaries	26,000	13,000	(13,000)	reduce OT by half
23	Health	Benefits	6,409	3,205	(3,204)	reduce OT by half
31	Centers	Salaries	12,000	6,000	(6,000)	reduce OT by half
31	Centers	Benefits	2,958	1,479	(1,479)	reduce OT by half
39	Parks	Salaries	2,000	1,000	(1,000)	reduce OT by half
39	Parks	Benefits	493	247	(246)	reduce OT by half
48	Public Wks.	Salaries	99,000	49,500	(49,500)	reduce OT by half
48	Public Wks.	Benefits	24,404	12,202	(12,202)	reduce OT by half
70	Media	Salaries	3,333	1,667	(1,666)	reduce OT by half
70	Media	Benefits	822	411	(411)	reduce OT by half
51	Police	Salaries	334,000	309,000	(25,000)	reduce OT by 25,000
51	Police	Salaries			(6,183)	reduce benefits associated to OT
51	Police	Salaries			255,493	2% increase in Police wage scale
51	Police	Benefits			113,459	2% increase in Police wage scale
		Total Expenditure Adjustments and Changes			226,084	

Capital Improvement Fund:

				<u>Proposed Budget (Revised)</u>	<u>Amended Budget (Council)</u>	<u>Description</u>
	Revenue			3,623,828	3,623,828	0
	Expenditure			<u>(3,812,485)</u>	<u>(3,449,685)</u>	<u>(362,800)</u>
	Revenue Over/(Under) Expenditure			(188,657)	174,143	(362,800)
	Plus Estimated Beginning Fund Balance			<u>313,757</u>	<u>313,757</u>	
	Equal Estimated Ending Fund Balance			125,100	487,900	

Revenue:

<u>Page</u>	<u>Dept.</u>	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
72	CIF	Total Revenue	3,623,828	3,623,828	<u>0</u>	no changes to proposed
		Total Revenue Adjustments and Changes			0	

Expenditure:

<u>Page</u>	<u>Dept.</u>	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
72	CIF	Cap. Add.	6,200	6,200	0	move walk behind mower to Health dept.
72	CIF	Cap. Add.	9,000	9,000	0	move zero turn mower to Health dept.
72	CIF	Cap. Add.	261,800	0	(261,800)	move eight police vehicles to Police fund.
72	CIF	Cap. Add.	45,000	0	(45,000)	move replacement of mobile car computers/printers/devices and related equipment to Police fund.
72	CIF	Cap. Add.	16,000	0	(16,000)	move replacement of desktop computers and related items to Police fund.
72	CIF	Cap. Add.	10,000	0	(10,000)	move replace and upgrade security cameras and equipment to Police fund.
72	CIF	Cap. Add.	20,000	0	(20,000)	move networking infrastructure upgrade to Police fund
72	CIF	Cap. Add.	5,000	0	(5,000)	move replace servers and related equipment to Police fund.
72	CIF	Cap. Add.	5,000	0	<u>(5,000)</u>	Computer Systems Backup/Related security software. Move to Police fund.
		Total Expenditure Adjustments and Changes			(362,800)	

Park Improvement Fund:

				<u>Proposed Budget (Revised)</u>	<u>Amended Budget (Council)</u>	<u>Description</u>
	Revenue			4,026,000	4,026,000	0
	Expenditure			(4,274,161)	(4,553,386)	279,225
	Revenue Over/(Under) Expenditure			(248,161)	(527,386)	279,225
	Plus Estimated Beginning Fund Balance			<u>795,817</u>	<u>795,817</u>	
	Equal Estimated Ending Fund Balance			547,656	268,431	additional 279,225 from reserves
<u>Revenue:</u>						
<u>Page</u>	<u>Dept.</u>	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
80	PIF	Total Revenue	4,026,000	4,026,000	<u>0</u>	no changes to proposed
		Total Revenue Adjustments and Changes			<u>0</u>	
<u>Expenditure:</u>						
<u>Page</u>	<u>Dept.</u>	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
80	PIF	Cap. Add.	0	300,000	300,000	dredge and clean St. Ferdinand Lake
80	PIF	Salaries	33,333	16,667	(16,666)	reduce OT by half
80	PIF	Benefits	8,217	4,108	(4,109)	reduce OT by half
		Total Expenditure Adjustments and Changes			<u>279,225</u>	

Sewer Lateral Fund:

				Proposed Budget (Revised)	Amended Budget (Council)	Description
	Revenue			514,000	514,000	0
	Expenditure			(666,100)	(633,300)	(32,800)
	Revenue Over/(Under) Expenditure			(152,100)	(119,300)	(32,800)
	Plus Estimated Beginning Fund Balance			1,458,923	1,458,923	
	Equal Estimated Ending Fund Balance			1,306,823	1,339,623	32,800 increase in reserves
<u>Revenue:</u>						
<u>Page</u>	<u>Dept.</u>	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
93	SL	Total Revenue	514,000	514,000	0	no changes to proposed
		Total Revenue Adjustments and Changes			0	
<u>Expenditure:</u>						
<u>Page</u>	<u>Dept.</u>	<u>Account</u>	<u>Proposed</u>	<u>Amended</u>	<u>Change</u>	<u>Description</u>
93	SL	Cap. Add.	32,800	0	(32,800)	3/4 ton utility truck
		Total Expenditure Adjustments and Changes			(32,800)	

Police Fund:

				Proposed Budget (Revised)	Amended Budget (Council)	Description
	Revenue			2,600,000	2,600,000	0
	Expenditure			(2,182,302)	(2,201,116)	18,814
	Revenue Over/(Under) Expenditure			417,698	398,884	18,814
	Plus Estimated Beginning Fund Balance			0	0	
	Equal Estimated Ending Fund Balance			417,698	398,884	
Page	Dept.	Account	Proposed	Amended	Change	Description
100	PF	Total Revenue	2,600,000	2,600,000	0	no changes to proposed
		Total Revenue Adjustments and Changes			0	
<u>Expenditure:</u>						
Page	Dept.	Account	Proposed	Amended	Change	Description
100	PF	Pro. Service	33,587	0	(33,587)	eliminate admin. x-charge to general fund
100	PF	Pro. Service	76,000	0	(76,000)	eliminate admin. x-charge to general fund
100	PF	Pro. Service	125,000	0	(125,000)	eliminate admin. x-charge to general fund
100	PF	Pro. Service	4,000	0	(4,000)	eliminate admin. x-charge to general fund
100	PF	Pro. Service	2,000	0	(2,000)	eliminate admin. x-charge to general fund
100	PF	Pro. Service	550,500	0	(550,500)	eliminate admin. x-charge to general fund
						adjust x-charge for incremental wage and benefit increase for police due to change to pay scale and changes in placement of police officers
100	PF	Pro. Service	776,988	1,118,436	341,448	
100	PF	Pro. Service	41,396	44,707	3,311	adjust x-charge for p/t reserve officer due to 8% wage increase
100	PF	Pro. Service	28,831	31,136	2,305	adjust x-charge for p/t dispatcher due to 8% wage increase
100	PF	Pro. Service	0	59,037	59,037	add 50% of wages and benefits for IT Dir. to Police x-charge
100	PF	Cap. Add.	0	21,000	21,000	add four mobile speed monitoring units
100	PF	Cap. Add.	0	20,000	20,000	add police motorcycle
100	PF	Cap. Add.	0	261,800	261,800	move eight police vehicles to Police fund
						move replacement of mobile car computers, printers, devices and related equipment to Police fund.
100	PF	Cap. Add.	0	45,000	45,000	
						move replacement of desktop computers and related items to Police fund.
100	PF	Cap. Add.	0	16,000	16,000	
						move replacement and upgraded security cameras and equipment to Police fund.
100	PF	Cap. Add.	0	10,000	10,000	
						move networking infrastructure upgrade to Police fund.
100	PF	Cap. Add.	0	20,000	20,000	
						move replacement servers and related equipment to Police fund.
100	PF	Cap. Add.	0	5,000	5,000	
						move computer systems backup and related security software to Police fund.
100	PF	Cap. Add.	0	5,000	5,000	
		Total Expenditure Adjustments and Changes			18,814	



1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 13, 2017  
3

4 BILL NO. 9326

ORDINANCE NO.

5  
6 **AN ORDINANCE AUTHORIZING A ONE-TIME RETIREMENT**  
7 **INCENTIVE OPPORTUNITY FOR EMPLOYEES WHO QUALIFY.**  
8

9 Whereas the City of Florissant recognizes the work by our dedicated employees; and

10 Whereas the City of Florissant wants to provide upward mobility for employees; and

11 Whereas the City of Florissant wants to be fiscally responsible and reduce the number of  
12 full-time positions as well as current salaries; and

13 Whereas the success of this program will require reduction in total full time workforce.

14  
15 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
16 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
17

18 Section 1. As of December 1, 2017 any full time employee whose age plus years of  
19 service equal 85 or more points, or who is age 55 or older with at least 15 years of service with  
20 the city, who elects retirement must apply for retirement no later than February 1, 2018 with a  
21 retirement date no later than May 31, 2018 and shall be entitled to a payment equal to 50% of  
22 accrued sick time, with a maximum of 200 hours and shall elect one of the following options:  
23

24 Option 1 : Shall be entitled to receive payment equal to 50% of their current salary as of  
25 11/30/2017, with a minimum of \$25,000, payable in a lump sum or deposited tax  
26 deferred into a 457 or similar plan, or  
27

28 Option 2: Three years of paid Health Insurance premiums for the employee.  
29

30 Section 2. A reduction in the overall work force will be facilitated according to the  
31 following guidelines:  
32

- 33 1. Positions vacated by retirement must remain open for a period of not less than  
34 4 months unless the City Council waives this requirement for a particular  
35 position by Resolution.
- 36 2. Positions deemed essential by the Mayor may require someone to be assigned  
37 temporarily to assume those duties and those assigned will receive a  
38 temporary salary increase of 10% of current salary while performing such  
39 duties.
- 40 3. Positions deemed essential by the Mayor may be posted for hiring or  
41 promotion effective at the end of the 4 month period.
- 42 4. If the position is filled through promotion, a vacated essential position arising  
43 from the promotion must remain open for a period of not less than 4 months,  
44 or be eliminated.

5. All non-essential positions vacated by retirement will be eliminated

Section 2: This ordinance shall become in force and effect as of December 1, 2017.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jackie Pagano  
President of the Council  
City of Florissant

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Thomas P. Schneider  
Mayor, City of Florissant

ATTEST:

Karen Goodwin, MMC/MRCC  
City Clerk

1 INTRODUCED BY COUNCILWOMAN PAGANO  
2 NOVEMBER 13, 2017

3  
4 BILL NO. 9327

ORDINANCE NO.

5  
6 **ORDINANCE AUTHORIZING A TRANSFER OF \$15,000 FROM**  
7 **ACCOUNT NO. 01-5-06-28020 "GOLF COURSE MERCHANDISE-**  
8 **CONCESSIONS" TO ACCOUNT NO. 01-5-06-26000 "GOLF COURSE**  
9 **UTILITIES" TO COVER GOLF COURSE UTILITY COSTS THROUGH**  
10 **THE END OF THE FISCAL YEAR.**

11  
12 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
13 COUNTY, MISSOURI, AS FOLLOWS:

14  
15 Section 1: There is hereby authorized a transfer of \$15,000 from account no. 01-5-06-  
16 28020 "Golf Course Merchandise-Concessions" to account no. 01-5-06-26000 "Golf Course  
17 Utilities" to cover golf course utility costs through the end of the fiscal year.

18  
19 Section 2: This ordinance shall become in force and effect immediately upon its passage  
20 and approval.

21  
22 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

23  
24  
25 \_\_\_\_\_  
26 Jackie Pagano  
27 President of the Council  
28 City of Florissant

29  
30 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

31  
32  
33 \_\_\_\_\_  
34 Thomas P. Schneider  
35 Mayor, City of Florissant

36  
37 ATTEST:

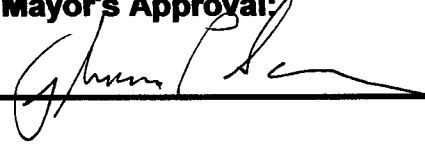
38  
39 \_\_\_\_\_  
40 Karen Goodwin, MMC/MRCC  
41 City Clerk  
42

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: \_\_\_\_\_

Mayor's Approval:



Agenda Date Requested: \_\_\_\_\_

Description of Request:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Department: \_\_\_\_\_

Recommending Board or Commission: \_\_\_\_\_

Type of request:

Ordinances	X	Other	X
Appropriation		Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			

Public Hearing needed: Yes / No

3 readings? : Yes / No

Back up materials attached:	Back up materials needed:
Minutes	Minutes
Maps	Maps
Memo	Memo
Draft Ord.	Draft Ord.

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned in to the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_



**CITY OF FLORISSANT**  
**PARKS & RECREATION DEPARTMENT**  
**Interoffice Memorandum**

**Date:** November 7, 2017  
**To:** The Florissant City Council  
**Thru:** Mayor Thomas P. Schneider  
**From:** Todd Schmidt, Director of Parks and Recreation  
**Subject:** Request to Transfer Funds

**Copy:** Randy McDaniel,  
Director of Finance  
Karen Goodwin,  
City Clerk

---

Based on projected expenses, we anticipate having insufficient funds in the Golf Course Utilities Account (01-5-06-26000) to cover the expected utility costs for the remainder of this fiscal year (FY17).

Therefore, I am respectfully requesting the transfer of \$15,000 from the Golf Course Merchandise - Concessions Account (01-5-06-28020) to the Golf Course Utilities Account (01-5-06-26000).

**PLEASE NOTE:** This is not a request for an appropriation of additional funds, but simply a transfer within the Golf Course General Fund Account.

If approved and barring unforeseen expenditures, there will be sufficient funds in these accounts for the remainder of the 2017 fiscal year.

Please advise if additional information is required. Thank you for your consideration.

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 13, 2017

3  
4 BILL NO. 9328

ORDINANCE NO.

5  
6 **AN ORDINANCE AMENDING SECTION 125.065.A "JOB**  
7 **CLASSIFICATION AND GRADE LEVEL" BY ADDING AND**  
8 **DELETING CERTAIN JOB CLASSIFICATIONS.**  
9

10 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
11 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
12

13 Section 1: That Chapter 125.065 "Wage Increase and Schedule," subsection A "Job  
14 Classification And Grade Level," is hereby amended by deleting the following job classification  
15 as so indicated:  
16

<u>Job Classification</u>	<u>Grade Level</u>
IT Systems Administrator - Police	9
Golf Clubhouse Manager	4

17  
18 Section 2: That Chapter 125.065 "Wage Increase and Schedule," subsection A "Job  
19 Classification And Grade Level," is hereby amended by adding the following job classifications  
20 as so indicated:  
21

<u>Job Classification</u>	<u>Grade Level</u>
Golf Laborer	2
Lead Permit Inspection Clerk	4
Golf Clubhouse Manager	5
IT Director	13

22  
23 Section 3: This ordinance shall become in force and effect upon its passage and approval  
24 as provided by law.

25 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.  
26  
27

28 \_\_\_\_\_  
29 Jackie Pagano  
30 President of the Council  
31 City of Florissant

32 Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.  
33  
34

35 \_\_\_\_\_  
36 Thomas P. Schneider  
37 Mayor, City of Florissant

38 ATTEST:

39 \_\_\_\_\_  
40 Karen Goodwin, MMC/MRCC  
41 City Clerk

1 INTRODUCED BY COUNCIL AS A WHOLE  
2 NOVEMBER 13, 2017  
3

4 BILL NO. 9329

ORDINANCE NO.

5  
6 **AN ORDINANCE AMENDING ORDINANCE NO. #8182 WHICH**  
7 **ESTABLISHED A COMPENSATION PLAN FOR PART-TIME EMPLOYEES**  
8 **OF THE CITY OF FLORISSANT AND WHICH CONTAINS AN EFFECTIVE**  
9 **DATE CLAUSE.**  
10

11  
12 NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
13 FLORISSANT, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
14

15 Section 1: Ordinance #8182 is hereby amended.  
16

17 Section 2: The hourly rate for the following job classification is hereby adjusted per the  
18 following:

	Current "START" Rate	Revised "START" Rate
19 Dispatcher	\$16.75	\$18.09

20  
21  
22 Section 3: The hourly rate for the following job classification is hereby adjusted per the  
23 following:

	Current "AFTER 12 MONTHS" Rate	Revised "AFTER 12 MONTHS" Rate
24 Dispatcher	\$17.76	\$19.18

25  
26  
27  
28 Section 4: The rate not to exceed for the Reserve Police Officer/Park Police/Bailiff job  
29 classification is hereby amended from \$25.50 per hour to \$27.54 per hour.  
30

31 Section 5: This ordinance shall become effective December 1, 2017.  
32

33 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.  
34

35 \_\_\_\_\_  
36 Jackie Pagano, President of the Council  
37 City of Florissant  
38

39 Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.  
40

41 \_\_\_\_\_  
42 Thomas P. Schneider, Mayor  
43 City of Florissant  
44

45 ATTEST:

46 \_\_\_\_\_  
47 Karen Goodwin, MMC/MRCC  
City Clerk

1 INTRODUCED BY COUNCILWOMAN PAGANO  
2 NOVEMBER 13, 2017

3  
4 BILL NO. 9330

ORDINANCE NO.

5  
6 **AN ORDINANCE AMENDING ORDINANCE NO. 8182**  
7 **ESTABLISHING A LENGTH OF SERVICE PLAN FOR PART-TIME**  
8 **EMPLOYEES BY ADDING THE POSITION OF “ECONOMIC**  
9 **DEVELOPMENT COORDINATOR.”**

10  
11 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST.  
12 LOUIS COUNTY, MISSOURI, AS FOLLOWS:  
13

14 Section 1: Ordinance no. 8182 is hereby amended by adding the position of  
15 “Economic Development Coordinator” with an hourly rate not to exceed \$32.23 per hour.

16 Section 2: This ordinance shall become in force and effect immediately upon its  
17 passage and approval.

18  
19 Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017.  
20  
21

22 \_\_\_\_\_  
23 Jackie Pagano  
24 President of the Council  
25 City of Florissant  
26

27 Approved this \_\_\_\_ day of \_\_\_\_\_, 2017.  
28  
29

30 \_\_\_\_\_  
31 Thomas P. Schneider  
32 Mayor, City of Florissant  
33

34 ATTEST:  
35

36 \_\_\_\_\_  
37 Karen Goodwin, MMC/MRCC  
38 City Clerk  
39



1 INTRODUCED BY COUNCILWOMAN PAGANO  
2 NOVEMBER 13, 2017

3  
4 BILL NO. 9331

ORDINANCE NO.

5  
6 **ORDINANCE AUTHORIZING AN APPROPRIATION OF \$15,000 FROM**  
7 **THE GENERAL REVENUE FUND TO ACCOUNT NO. 493001**  
8 **“VEHICLE” TO COVER OPERATING EXPENSES THROUGH THE**  
9 **REMAINDER OF THE FISCAL YEAR.**

10  
11 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLORISSANT, ST. LOUIS  
12 COUNTY, MISSOURI, AS FOLLOWS:

13  
14 Section 1: There is hereby authorized an appropriation of \$15,000 from the General  
15 Revenue Fund to account no. 493001 “Vehicle” to cover operating expenses through the  
16 remainder of the fiscal year.

17 Section 2: This ordinance shall become in force and effect immediately upon its passage  
18 and approval.

19  
20 Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

21  
22  
23 \_\_\_\_\_  
24 Jackie Pagano  
25 President of the Council  
26 City of Florissant

27  
28 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

29  
30  
31 \_\_\_\_\_  
32 Thomas P. Schneider  
33 Mayor, City of Florissant

34  
35 ATTEST:

36  
37 \_\_\_\_\_  
38 Karen Goodwin, MMC/MRCC  
39 City Clerk  
40

# FLORISSANT CITY COUNCIL

## AGENDA REQUEST FORM

Date: 11/9/17

Mayor's Approval:

Agenda Date Requested: 11/13/17

Description of request: Request to appropriate and set apart the sum of \$15,000.00 from the General Fund acct into our vehicle acct 493001 to cover operating costs through the remainder of this year.

Department: Police

Recommending Board or Commission:

Type of request:

Ordinances	X	Other	X
Appropriation	✓	Liquor License	
Transfer		Hotel License	
Zoning Amendment		Special Presentations	
Amendment		Resolution	
Special Use Transfer		Proclamation	
Special Use		Subdivision	
Budget Amendment			
	Y/N		Y/N

Public Hearing needed: Yes / No

3 readings?: Yes / No

Back up materials attached:

Minutes  
Maps  
Memo  
Draft Ord.

Back up materials needed:

Minutes  
Maps  
Memo  
Draft Ord.

**Note:** Please include all attachments necessary for documents to be generated for inclusion on the Agenda. All agenda requests are to be turned into the City Clerk by 5pm on Tuesday prior to the Council meeting.

For City Clerk Use Only:

Introduced by: \_\_\_\_\_

PH Speaker: \_\_\_\_\_

KGR 8/9/2006

# **FLORISSANT POLICE DEPARTMENT**

## **MEMORANDUM**

**Date:** November 10, 2017  
**To:** Mayor Schneider  
**From:** Chief Timothy Lowery  
**Subject:** Money Transfer

I am requesting the transfer of \$15,000 from the General Fund Account to our vehicle account 4930010 to cover expenses through the remainder of the year.

Due to an audit clarification, any insurance proceeds will be deposited into a designated account that will not be available to us for vehicle repairs due to accidents.

The change in the way Finance now handles insurance reimbursements requires us to pay the full cost of accident repairs directly from our vehicle account. We do not have enough money in our account to pay for the vehicles we currently have in the body shops.

Thank you