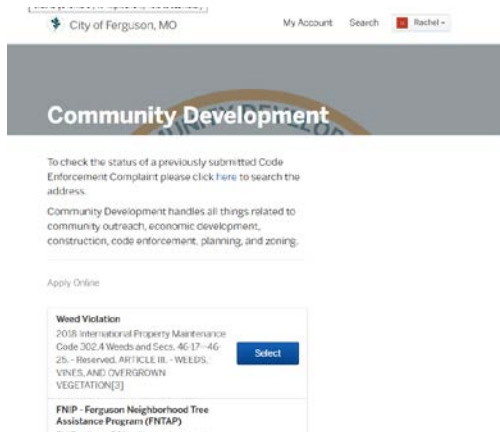


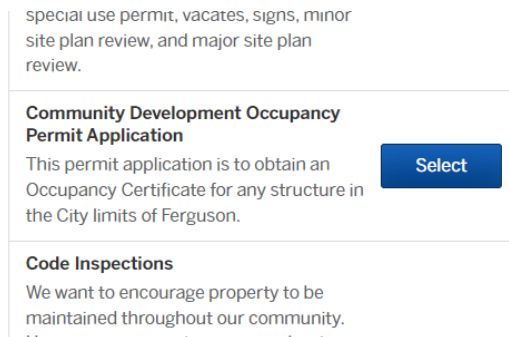


HOW TO APPLY FOR AN OCCUPANCY PERMIT APPLICATION

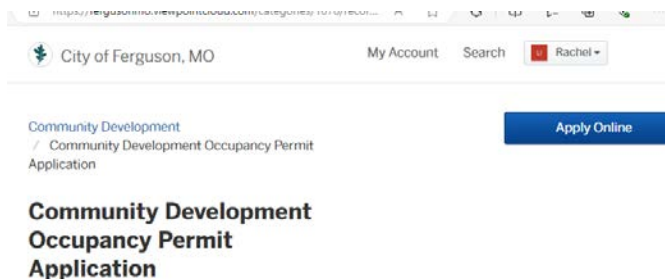
1. VISIT [HTTPS://FERGUSONMO.VIEWPOINTCLOUD.COM/CATEGORIES/1076](https://FERGUSONMO.VIEWPOINTCLOUD.COM/CATEGORIES/1076)



2. SELECT COMMUNITY DEVELOPMENT OCCUPANCY PERMIT APPLICATION



3. CLICK APPLY ONLINE



4. LOGIN TO YOUR EXISTING ACCOUNT OR 'SIGN UP.'



5. CONFIRM YOUR CONTACT (APPLICANT) INFORMATION IS ACCURATE AND SELECT 'NEXT.'

Step 1 of 5 · [Save Draft and Exit](#)

Confirm your contact information
Ensure your contact information is up-to-date so that we can get in touch with you if needed.

First Name <input type="text" value="Rachel"/>	Last Name <input type="text" value="St. Pierre"/>	
Email address <input type="text" value="littlebitsofrachel@gmail.com"/>	Phone Number <input type="text" value="5709967893"/>	
Address 1 <input type="text" value="1590 CHICKADEE LN"/>	Address 2 (Optional) <input type="text"/>	
City <input type="text" value="FLORISSANT"/>	State <input type="text" value="MO"/>	ZIP/Postal Code <input type="text" value="63031"/>

[Next >](#)

6. SEARCH AND SELECT THE ADDRESS YOU ARE APPLYING FOR.

Step 2 of 5 · [Save Draft and Exit](#)

Location for Community Development Occupancy Permit Application
Select a primary location for this record. If needed, you can add additional locations later.

Search for Address or Parcel
Search for an address or parcel by name, address, or Parcel ID.

110 CHURCH ST, Ferguson, MO	Choose Location
110 PAUL AVE, Ferguson, MO	Choose Location
110 FERMO AVE, Ferguson, MO	Choose Location
110 S FLORISSANT RD, Ferguson, MO	Choose Location

7. UPDATE ANY OWNER INFORMATION IF NEEDED, IF NOT, CLICK NEXT.

Location for Community Development Occupancy Permit Application

Primary Location
The main location associated with this record.

110 CHURCH ST
Ferguson, MO 63035 [Change Location](#)

Unit

Property Owner Information

Name

Phone Number
Email

Street # **Street Name** **Unit**

City **State** **Zip Code**

Property Data

Year Built C	MSB 15-450000
Lot Area 0.65	Zoning Municipal
Occupancy C	Block Page 02/27/2024
Water	Building Type Institution
	Sewerage

[Back](#) [Next >](#)



8. SELECT YES/NO ANSWERS AS THEY PERTAIN TO THE QUESTION. Click NEXT.

Step 3 of 5 ·

Save Draft and Exit

Property Specifications

Is this a rental? *

Select your option

Is the owner listed in Open Gov accurate? *

Select your option

< Back

Next >

9. YOU MUST UPLOAD PROOF OF YOUR IDENTITY AND TRASH SERVICE. IF THE PROPERTY IS A RENTAL, AN OWNER AUTHORIZATION FORM WILL ALSO BE REQUIRED.

Attachments

Include any additional files with your submission. Any box marked "Required" is required to submit your application. Please note the maximum allowed file size for any upload is 100 MB.


Attachment	File
Proof of Identity Required Birth certificate, license, passport, real id, etc.	No file uploaded Upload
Proof of Trash Service Required	No file uploaded Upload
Add attachment	

< Back

Next >

10. AFTER CLICKING NEXT, CONFIRM ALL YOUR INFORMATION IS ACCURATE ON THE NEXT PAGE. AFTER COMPLETION, CLICK CONFIRM AND SUBMIT.

Locations
1 location total
[Edit ...](#)

PRIMARY LOCATION
 **110 CHURCH ST**
Ferguson, MO 63125

Property Specifications
[Edit ...](#)

Is this a rental? *

No

Is the owner listed in Open Gov accurate? *

Yes

Inspection Result
[Edit ...](#)

Did inspection pass?

--

Attachments
[Edit ...](#)

Attachment	File
Proof of Identity Required Birth certificate, license, passport, real id, etc.	Copy of Add a heading.png Uploaded on Dec 2, 2023 at 4:36 pm
Proof of Trash Service Required	Copy of Add a heading.png Uploaded on Dec 2, 2023 at 4:36 pm

I certify under possible penalty of perjury under the laws of this jurisdiction that the preceding information is true and correct.

[Back](#) [Confirm and Submit >](#)



11. YOU CAN NOW CHOOSE TO PAY ONLINE. IF YOU CHOOSE CASH OR CHECK, IT WILL ASK YOU TO COME IN PERSON. IF YOU DO WANT TO PAY INPERSON, TAKE DOWN YOUR APPLICATION NUMBER IN THE TOP LEFT CORNER, AND WE WILL BE ABLE TO LOOK IT UP UPON YOUR ARRIVAL.
12. A SMALL WINDOW WILL APPEAR TO ENTER THE APPLICANT'S E-MAIL ADDRESS AND OTHER PERTINENT CREDIT CARD INFORMATION. AFTER CLICKING 'PAYMENT METHOD' ANOTHER WINDOW WILL APPEAR FOR THE CARD NUMBER INFORMATION.

The image contains two screenshots of a mobile application interface for the City of Ferguson, MO. The left screenshot shows a form titled 'City of Ferguson, MO' with the subtitle 'Occupancy Permit Fee - Community ...'. It has fields for 'Email', 'Name', 'Address', 'ZIP', 'City', and 'United States'. A blue button labeled 'Payment Info' is at the bottom. A red arrow points to the 'Email' field. The right screenshot shows a similar form with fields for 'Card number', 'MM / YY', and 'CVC'. A blue button labeled 'Pay \$145.18' is at the bottom. A red arrow points to the 'Card number' field.

13. AFTER YOUR PAYMENT IS APPROVED, YOU WILL RETURN TO YOUR PROFILE HOMEPAGE. SOMEONE WILL SCHEDULE YOUR INSPECTION INTERNALLY. YOU CAN VISIT YOUR RECORD AS OFTEN AS YOU WOULD LIKE FOR UPDATES.



Thanks for reading!

Community Development Director

November 13, 2023