



# Clay County, Missouri Planning and Zoning Department

Fee: \$35.00  
(Non-Refundable)

## BUILDING DEMOLITION/RELOCATION CHECKLIST

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address of building to be demolished  or relocated  : \_\_\_\_\_

Applicant must notify utility companies and confirm with attached letters or contacts as follows:

<u>Utility Company*</u>	<u>Name of Person Notified</u>	<u>Date Service to be Disconnected</u>
Electric Company: <i>(Include: Overhead PowerLines on property)</i>	_____	_____
Telephone Company:	_____	_____
Gas Company:	_____	_____
Water District:	_____	_____
Sewer:	_____	_____

*\*Utility companies vary depending on the location in the County.*

*Once service to the above utilities has been disconnected (and confirmed by the County), a building demolition or relocation permit may be issued.*

*NOTE: If relocating building, provide approximate size of structure to be moved as well as date, time, and proposed route to be taken. Please return this form to the Clay County Planning and Zoning Department, 234 W. Shrader, Suite C, Liberty, Mo. 64068, or call (816) 407-3388 for further information.*