



# CITY OF ST. JOSEPH

1100 Frederick, Room 107, St. Joseph, MO 64501  
(816) 271-4751 Fax (816) 271-4676

## APPLICATION FORM REQUEST FOR THE RIGHT TO ENTER A TAGGED BUILDING

The building located at \_\_\_\_\_ has been ordered tagged as unfit for occupancy by the Chief Building Official for the City of St. Joseph, Missouri. Entry into this building is strictly prohibited without possession of this consent form signed by the Chief Building Official. Violation of this order may result in a summons to appear in Municipal Court.

Please submit for review the reason, days and times you request to enter the building:

Please circle one:      Red tag              Yellow tag

Reason: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Days: \_\_\_\_\_

Time: \_\_\_\_\_

\* Please complete the back side of this form by providing safety precaution information.

List all people requesting access:

- 1.
- 2.
- 3.
- 4.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

Phone number \_\_\_\_\_  
HOME

\_\_\_\_\_  
E-MAIL ADDRESS

Employer \_\_\_\_\_

Work number \_\_\_\_\_

**Please return this application to the Property Maintenance office at 1100 Frederick Ave, Room 405, St. Joseph, MO, 64501 for property maintenance inspector's review.**

Approved by \_\_\_\_\_  
INSPECTOR

\_\_\_\_\_  
DATE

**Office use only**

Right of entry is approved as requested \_\_\_\_\_

Right of entry is approved under the following conditions:

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Signature \_\_\_\_\_  
Chief Building Official

Date \_\_\_\_\_

If a red tag is affixed to a building by a city official, the building is structurally unsafe and unfit for occupancy. The Chief Building Official requires that safety precautions be established before approval is granted to enter the building (i.e. hard hats will be worn; no one will enter the collapsing section of the building; temporary support columns are bracing the porch roof; an engineer's report is attached).

If a yellow tag is affixed to a building by a city official, the building is unsafe and unfit for occupancy. The owner or tenant can only be inside the structure during a specific time period approved by the Chief Building Official and for the purpose of correcting the condition or other approved reasons.

If you have questions prior to submitting this request form, you may contact Walter Hughes at 271-4632 or Don Richardson at 271-4895 or Mike Holdren at 271-4633.

Please list all safety precautions that will be taken before entering the "red tagged" building:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_