



# WILDWOOD

April 3, 2023

The Planning and Zoning Commission  
City of Wildwood, Missouri  
16860 Main Street  
Wildwood, Missouri 63040

Re: Update on Re-Occupancy Permits for existing single family dwellings and review of such for possible implementation within the City of Wildwood. **(Wards – All)**

Commission Members:

The Department of Planning and the City Attorney have been exploring the matter of re-occupancy permits for existing single family dwellings. This effort was prompted by a request of the Commission to explore the application of this type of permitting process in the City. This request was to determine if an application of such could be legally accomplished and also, from a practical standpoint, could such be beneficial and successful.

The City Attorney will be able to explain the legal matters for the Commission Members regarding a program such as this type. Along with the attorney's presentation, Mr. Young has provided an explanation that is attached to this letter for the Members to review and consider in this regard.

The Department of Planning has also prepared for the Commission's review information on the practicality of a program of inspections such as this type being considered in this case. This inspection program has been in place in many other communities that adjoin Wildwood. Also, St. Louis County applies such in its unincorporated areas, and has for many years. Therefore, the application of a re-occupancy permit program would not be unique to the City, nor prohibited by any State Statute.

In past conversations with St. Louis County, it had noted that it could provide this service if the City sought the implementation of this type of inspection program, just as all of the others it provides to this community since its incorporation. A brief conversation with a representative of St. Louis County before tonight's meeting did indicate it would be willing to offer this service to the City. With the specifics of such an addition of the service list needing to be discussed, the program could be almost seamless in this regard.

As a reminder, the benefits of this type of inspection program have been previously defined and they are provided again in the following list:

1. Protects property values by ensuring a minimum level of maintenance of the City's housing stock is maintained.
2. Ensures older dwellings, on the change in ownership, will meet a certain level of minimum improvements to maintain life/safety requirements relative to code updates, such as smoke detectors, electrical outlets, and others.
3. Provides a mechanism to manage the disposal of end of life solar panels.
4. Complies with the Master Plan's Community Element in this regard.

If any of the Commission Members have questions or comments regarding this matter, please feel free to contact the Department of Planning at (636) 458-0440. A brief presentation is planned on this matter at tonight's meeting. Thank you for your review of this information.

Respectfully submitted,

CITY OF WILDWOOD

A handwritten signature in black ink, appearing to read "Joe Vujnich". The signature is written in a cursive, flowing style.

Joe Vujnich, Director  
Department of Planning

Cc: The Honorable James R. Bowlin, Mayor  
Thomas Lee, Interim City Administrator  
John A. Young, City Attorney  
Rick Brown, P.E. and P.T.O.E., Director of Public Works  
Melanie Rippetoe, Assistant Director of Planning and Parks  
Travis Newberry, Senior Planner