



County of Jefferson

State of Missouri

Administration Center
729 Maple Street · PO Box 100
Hillsboro, Missouri 63050

Dennis Gannon
County Executive

DEPARTMENT OF COUNTY SERVICES AND CODE ENFORCEMENT

Eric Larson – Director

725 Maple Street – Annex Building
Hillsboro, Missouri 63050
www.jeffcomo.org

Planning Division
797-5580 / Fax 797-5598

Code Enforcement Division
797-5310 / Fax 797-5077

Solid Waste Division
797-5036 / Fax 797-6120

Animal Control Division
797-5577 / Fax 948-2522

March 20, 2020

To all Contractors, Tradesmen and Homeowners,

During these difficult times the Jefferson County Code Enforcement Division will be open to online business only. Hours of operation will be 7:30 am to 4:30 pm Monday through Friday.

For Building Permits;

You will be able to email all documents to buildingpermits@jeffcomo.org. Please email all documents in PDF format. We will still require the same documents as if you are applying in person.

For Building Inspections;

To schedule an inspection, you can email all inspection requests to inspections@jeffcomo.org or call 636-797-5099 to schedule an inspection. Inspections will also be performed between the hours of 7:30 am and 4:00 pm.

Fees and payments;

All fees will be collected when the permit is issued.

Forms of payment;

For phone payments we accept MasterCard or Visa. Or, a check can be mailed to the address below. If you mail a check please include the permit number.

Jefferson County Code Enforcement Division

PO Box 100

Hillsboro, MO 63050

Once payment is received your permit file including the permit card will be emailed to you. Please print the permit card and post at a convenient location so the inspector can document all inspections.

We enjoy seeing our customers but, our hope is that this will bring a level of convenience by not having to make special trips to our office in Hillsboro, Missouri.

Please trust that these measures are for your safety and ours. Stay safe and if you have any questions, please contact the Jefferson County, Missouri, Code Enforcement Division at (636) 797-5310.

Best Regards,

A handwritten signature in cursive script that reads "Jim Gerdel". The signature is written in black ink and is positioned below the "Best Regards," text.

Jim Gerdel
Building Official / Manager Code Enforcement