

# Brentwood, Missouri



**Magic Bus  
Service**  
581-4842

Brentwood residents with a disability or 60 years and older may use this free service to reach destinations within the city of Brentwood and surrounding communities.

Service runs Monday-Thursday, 8:00 am – 3:30pm.

The bus has a lift for those that require it however, all riders must be able to get to and from the vehicle under their own ability.

For more information call 314-963-8691 or to schedule a ride 314-581-4842.



Welcome  
to  
Brentwood



City Hall

2348 S. Brentwood Blvd.  
(314) 962-4800

City Hall

- ◆ Administration
- ◆ Planning & Development
- ◆ Court
- ◆ Public Library

Police Department

Emergency #  
911



272 Hanley Industrial Ct.  
Non Emergency (314) 644-7100



Parks & Recreation Department

Community Center & Ice Arena  
2505 S. Brentwood Blvd.  
(314) 963-8689



Fire Department

Emergency #  
911

8756 Eulalie Avenue  
Non Emergency (314) 963-8612



Public Works Dept.  
8330 Manchester Rd.  
(314) 963-8642



Public Library  
2348 S. Brentwood Blvd.  
(314) 963-8630

Just a click away....

- Applications, information and permits
- Brentwood Municipal Code
- Public meeting schedules
- Brentwood business listing
- Items eligible to be recycled through our collection service
- Project Updates
- Crime Stats
- Park Programs
- Special Events

## Welcome to Brentwood--The "City of Warmth"

We're glad you've chosen to live in Brentwood! The City of Brentwood is a premier residential community, known as the "City of Warmth" to residents because of its small town charm and friendly atmosphere. Brentwood is a full service community that provides fully staffed police and fire departments, city-owned and operated residential trash and curbside recycling services, and one-stop shop licensing and permitting. With its housing quality and variety, beautiful neighborhoods, ample parks and walking trails, top notch city services and great central location, the quality of life in Brentwood is unsurpassed in the region. For the most up to date information about the City of Brentwood, including all city services and programs, please visit our website: [BrentwoodMo.Org](http://BrentwoodMo.Org).

### **City Hall – 962-4800**

Located at 2348 S. Brentwood Boulevard, city hall is home to the City's departments of Administration, Planning & Development and Court. It's your one-stop-shop for permits, licensing, community information, and free notary public services. The Brentwood Public Library is also located here. City hall is open from 8am to 5pm, Monday through Friday.

### **Planning & Development– 963-8602**

Located in city hall, the Department of Planning & Development provides planning, zoning, building, community development, housing and code enforcement services to Brentwood citizens and businesses and the development community. Department staff conducts all housing, commercial occupancy, and permit related inspections, and also issues building, mechanical, electric, plumbing and fire permits. The Department also staff the City's Planning & Zoning Commission, Board of Adjustment, Architectural Review Board and Redevelopment Corporation. For more information about Brentwood's Planning & Development Department, please visit the City website.

### **Public Works – 963-8642**

The Public Works Department, located at 8303 Manchester Road, maintains the City's streets and parks and operates the city's sewer lateral program. For more information about Brentwood's sewer lateral program please see page 7. Public works also operates Brentwood's residential trash, recycling and yard waste services. Please see page 5 and 6 for more information about the City's waste management services.

### **Fire Department – 963-8612 (non-emergency)**

The Fire Department, located at 8756 Eulalie Avenue, has served the city of Brentwood and surrounding communities since 1935. In January 2011, the department moved into a new fire station which includes a state of the art training classroom. This classroom will enable fire fighters to conduct and attend monthly fire fighter EMS (Emergency Medical Service) training classes on site and will enable neighboring departments to attend these classes too. The fire department conducts in-service fire inspections for all commercial businesses within the city of Brentwood as well as large condominium and apartment properties. For more information on the Brentwood Fire Department, please visit the City website.

### **Police Department – 963-8615 / 963-8669 (non-emergency) Monday–Friday 8a-4p**

The Police Department, located at 272 Hanley Industrial Drive, maintains a safe community environment within the city of Brentwood through both outreach programs and the many services it provides. Residents can interact with police department staff through various education events that offer the opportunity to learn additional ways to ensure personal protection and protection of property. The department also offers many services for residents including car seat installation and vacation checks. For Vacation Check Forms, as well as more information about the Brentwood Police Department, please visit the City website

## Welcome to Brentwood continued...

### ***Parks & Recreation – 963-8689***

Brentwood's Parks & Recreation Department, located at 2505 S. Brentwood Boulevard, offers fitness and educational classes, an indoor ice rink, sports leagues and meeting and party room rental. Persons age 60 and over or with disabilities can access free transportation to shopping, doctor's visits, or other destinations throughout the area via the City's MAGIC bus service. Brentwood is a member of the Parks and Recreation Cooperative (PARC) along with the cities of Maplewood and Richmond Heights. This means Brentwood residents may access recreation services in all three communities at the resident rate.

### ***Brentwood Public Library – 963-8630***

Located at 8765 Eulalie, the Brentwood Public Library offers a collection of over 53,000 lending materials and serves over 3,700 registered library patrons. Brentwood Public Library is one of nine independent community libraries in St. Louis County that constitute the Municipal Library Consortium (MLC). A valid library card from any of the member libraries can be used in any of the members MLC libraries, which together hold over 660,000 volumes. For more information about the Brentwood Library's special programs for groups and youth, visit the City website or [www.brentwood.lib.mo.us](http://www.brentwood.lib.mo.us).

### ***Brentwood's Annual Maddenfest***

The City's annual "Maddenfest" (*formerly know as Brentwood Days*) brings the community together in Brentwood Park the third weekend in September for live entertainment, delicious food, free carnival rides and games, and a great fireworks show. Maddenfest kicks off Friday night, and then starts up again on Saturday at noon with a parade along High School Drive. The parade starts in Brentwood Forest and ends up in Brentwood Park. Whether you're into playing BINGO, grooving along with Elvis, sliding down the giant slide or checking out the offerings of over 50 vendors, the festival offers something for everyone and is a great opportunity to meet up with friends and neighbors in a family-friendly setting.

### ***National Night Out***

Held each summer, National Night Out is celebrated nationally, encouraging residents and businesses to gather together and meet their neighbors. For more information contact the Brentwood Police Department @ 314-644-7100.

### ***City Newsletter—Bulletin Board***

Published four times a year, the newsletter is used to inform residents of upcoming events, city services, development projects within the community, and highlights about our local businesses. The newsletter is delivered to all homes within the City or you may elect to receive notification via email when the latest edition is available on the city's website: [BrentwoodMo.Org/newsletter](http://BrentwoodMo.Org/newsletter).

### ***Parks & Recreation Activity Guide***

Published twice a year, and delivered directly to your door. Additional copies are available in City Hall and at the Community Center.

### ***Brentwood Cable Channel***

The city of Brentwood operates its own state-of-the-art cable television station which broadcasts throughout the City and is available to all Brentwood residents on the local Charter Cable **Channel 993** and AT&T U-verse **Channel 99**. Organizations such as service clubs and church groups may submit public service announcements about their events to Brentwood City Hall, Attn: Public Relations Coordinator, 2348 South Brentwood Boulevard, Brentwood, Missouri, 63144 or by fax to 314-962-0819.

## Code RED

High-Speed telephone emergency notification service. To sign up for alerts, call (314)963-8691 or on the City website: [BrentwoodMo.Org](http://BrentwoodMo.Org).

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## Car Seat Installation

Offered through the Brentwood Police Department.

Phone: (314)644-7100  
Email: [Carseat@brentwoodmo.org](mailto:Carseat@brentwoodmo.org)

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## CERT Program

CERT training promotes a partnership between emergency services and the people they serve. Emergency personnel train members of the Brentwood community in basic response skills. CERT members are then used to assist in the event of an emergency.

Call the Brentwood Police Department for more information at (314)644-7100.

## Curbside Recycling Program



Recycling isn't just good for the environment- it saves money too! The City pays approximately \$31.50 for each ton of trash disposed of in a landfill, but pays nothing to deposit the materials collected for recycling. Every ton of materials diverted from the landfill through our recycling program saves money that can be used instead to help pay for the many city services our residents enjoy.

The city of Brentwood offers curbside single-stream recycling free of charge for all residents. Curbside recycling containers may be obtained from the Brentwood Public Works Department by calling 314-963-8642 Monday through Friday 7 a.m. to 3:30 p.m.

### What Can Be Placed Curbside for Recycling Pick-up:

**PLASTICS:** Recycled plastics have a number inside a triangle on the bottom of the container. In Brentwood, you can recycle all of the following numbers: #1, #2, #3, #4, #5, #7. This includes soda, water, salad dressing, ketchup and flavored beverage bottles; milk and juice jugs; detergent, fabric softener, shampoo and cosmetic containers; health and beauty products and household cleaner containers (narrow-neck); margarine tubs, frozen dessert cups and other grocery containers; yogurt cups, narrow-neck syrup and ketchup bottles; plastic buckets (5-gallon size maximum) and narrow neck-plastic containers such as kitty litter containers.

**CANS AND FOIL:** Aluminum cans, trays, and foil (trays and foil must be cleaned); steel cans and tins; non-hazardous aerosol cans, such as whipped cream or cooking oil (must be empty).

**GLASS:** Glass bottles and jars of any color. NO window glass, mirrors, dinnerware, light bulbs, or ceramics.

**PAPER:** Newspaper, including inserts (remove from plastic sleeves); cardboard, including pizza boxes; milk and juice cartons; magazines, catalogs, and telephone books; office and computer paper; notebook (no metal clips, spirals, or binders) and gift wrap paper; chipboard (cereal boxes, cake and food mix boxes, gift boxes); carrier stock (soda and beer carrying cases); mail, junk mail, and envelopes; paperback books (no hard-cover books) and brown paper bags.

The City of Brentwood offers free yard waste pickup to all residents. You may place grass clippings, leaves and small brush in biodegradable paper bags or trash containers with lids. This service is provided every Wednesday, and yard waste should be placed at the curb by 7am.

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*Please see the following page for a complete listing of Brentwood's Municipal Waste Management Services, pick-up schedule and household (large item) pick-up charges.*

**Household Pick-Up Charges**

Air Conditioner \$25	Microwave \$ 7
Barbecue Grill \$10	Refrigerator \$25
Bed Frame \$10	Sink or Vanity \$10
Cabinets \$ 5	Sofa \$15
Carpet and Pad (One Room) \$15	Stove \$15
Chair (Upholstered) \$10	Tables \$10
Chairs \$ 5	Television (Large) \$15
Dishwasher \$15	Television (Medium) \$10
Dresser \$10	Television (Small) \$ 5
Garage Door \$15	Washer or Dryer \$15
Lawn Mower \$10	Water Heater \$15
Love Seat \$12	Windows \$ 7
Mattress or Box Spring \$10	

For items not listed above, please call Public Works at 963-8642.  
 Prohibited: building materials, tires, propane tanks, paint cans, hazardous waste.

**Household Pick-Up Schedule**

Ward One: First Friday of Month	Service is available by appointment only by calling Public Works at 963-8642.
Ward Two: Second Friday of Month	
Ward Three: Third Friday of Month	
Ward Four: Fourth Friday of Month	

**Trash Schedule**

Brentwood Forest Service:	Monday and Thursday
All other homes service:	Tuesday or Friday

**Optional Services**

2nd weekly trash pickup - \$8.00 per month
Rear yard trash pickup (once weekly) - \$9.00 per month
Rear yard trash pickup (twice weekly) - \$16.00 per month

These services are billed quarterly in advance.  
 To order any of the optional services, phone City Hall at 962-4800.

**Yard Waste - Every Wednesday**

Please place in trash containers with lids or in paper yard waste bags. Branches and tree limbs that won't fit into trash containers or yard waste bags should be cut into lengths not more than 4' and placed in bundles no larger than 2 ft. in diameter.

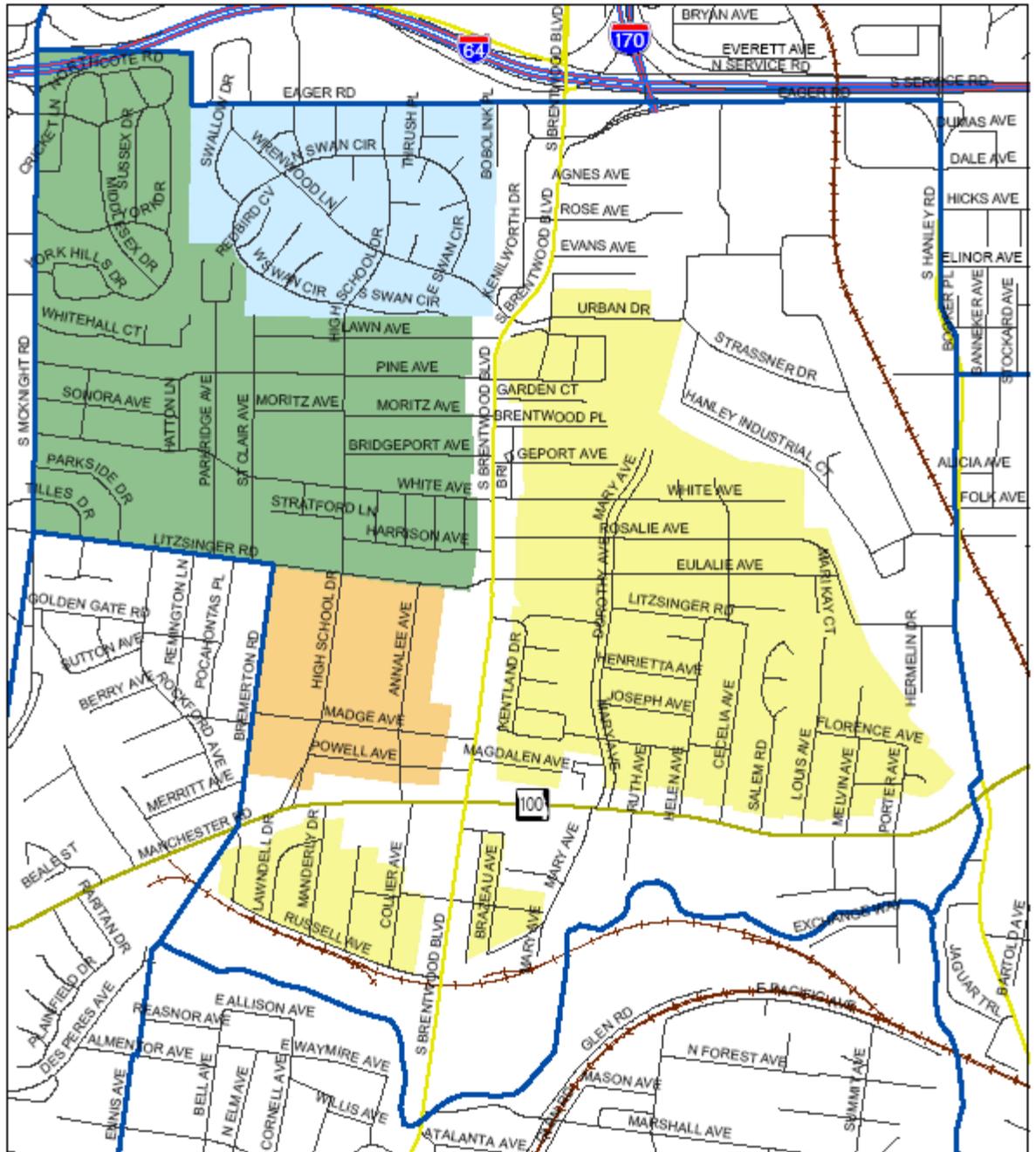
Branches or tree limbs that have fallen as a result of storms should be placed at the curb for City pick-up as soon as possible following a storm. Bundling is not required.

**Residential Recycling Pick-Up Schedule**

<b>Brentwood Forest:</b>	Monday Recycling
<b>Homes with Tuesday trash service:</b>	Monday Recycling
<b>Homes with Friday trash service:</b>	Thursday Recycling

**Please place trash/recycling containers at the curb no more than 12 hours before collection, and remove within 12 hours after collection.**

Solid Waste Services Schedule



**Solid Waste Services Schedule**

Effective April, 2011

- Monday/Thursday Trash, Monday Recycle
- Tuesday Trash, Monday Recycle
- Tuesday Trash, Thursday Recycle
- Friday Trash, Thursday Recycle
- Wednesday - Yard Waste Entire City

### City of Brentwood Sewer Lateral Repair Policy

**For service, please call:**

**(314) 962-6234**

Repair and replacement service applies to single-family residential uses and Brentwood Forest Condominiums only.

The service is not available to commercial or industrial (as determined by the use of the land) property. This service is also not available to multi-family buildings, other than those buildings where single-family fee simple ownership prevails, if more than six units are combined to form a building.

A sewer lateral is defined as a portion of the sewage system which carries household waste to the Metropolitan Sewer District (MSD) main. It is the private sewer line which runs between the structure foundation wall and the MSD sewer main. The definition is the same whether the pipe is located in the front, side or rear yard. Damaged or blocked pipes located within the exterior walls of the unit (inside the residence) are not covered under this policy.

Policy Revised  
6/13/2012

A non-functioning sewer lateral will be cabled to unclog a pipe stoppage resulting from any cause at no cost to the resident. To report a blockage, a resident should call 962-6234 giving their name, address and telephone number and the reason for the complaint (i.e., sewage backup in the basement; ground sinking for no apparent reason in the yard; etc.). The service is available twenty-four (24) hours a day, seven (7) days a week, fifty-two (52) weeks a year.

If, in the judgment of the City, the pipe is clogged due to the collapse of the lateral, or penetration of tree roots, or the infiltration of soil, or the presence of an inextricable object, the City will replace the pipe and restore the property in a workmanlike manner. The City will not be responsible for restoration of landscaping of the property.

In the event the City does not have sufficient funds in the sewer lateral fund to immediately replace a damaged pipe, the City will periodically cable the pipe to remove the roots, or other blockage, that has clogged the lateral. Should this situation occur, all units having blockage will be placed on a list in the order in which the blockage was reported, to be repaired or replaced in the order reported.

The responsibility of the City is limited to excavation, repair or replacement of the lateral pipe, and backfilling in a workmanlike manner. It will be the responsibility of the dwelling owner to restore landscaping and ground cover, including grass, in whatever manner they choose. The City will not be responsible for restoration of the yard to a grass or landscaped surface.

It will be the responsibility of the City to replace sidewalks, driveways and streets removed to accomplish the repair. In the event it is necessary to remove fences, the City will restore such fences to their preexisting condition. In the event obstacles such as yard sheds, garages, etc. are in the path of the lateral and lie over the damaged portion of the lateral, the City reserves the right to reroute the lateral to avoid the necessity of removing the structure. In the event rerouting is impractical, the City and the homeowner will meet to discuss a solution equitable to both parties.

In the event that a dispute arises between the property owner and the City relating to the cause of the clog or the extent, nature or workmanship of the repairs done, the property owner shall submit a letter of dispute with the City. Such letter shall be submitted not later than ten (10) days after the decision or the work complained of. Following submission of the letter, the City Administrator or his or her designee shall meet with the property owner to discuss and to attempt to resolve the dispute. The City Administrator or his or her designee shall issue a written decision within twenty (20) days following the meeting. If the owner is not satisfied with the City's decision and if the City has not previously replaced the sewer lateral or expended substantial funds with regard to cabling or repairing the owner's sewer lateral, the owner may file with the City a request for removal from the sewer lateral program and a request for refund of sewer lateral fees pursuant to Section 139.031 (5) R.S.Mo. Of course, all nuisance conditions, including a clogged or damaged sewer lateral, must still be abated by the owner by cabling, repairing or replacing the sewer lateral. All repair and replacement must be handled through normal permit procedures.

A property owner may contract with the City-hired sewer lateral contractor to have plumbing services performed inside the walls of the dwelling unit. If they do so, it is a separate and private negotiation. The City is not responsible for the performance or guarantee or any other aspect of the private agreement between the owner and the contractor. The property owner is responsible for ensuring the contractor has obtained all necessary permits.

## General Information and Requirements

### Permitting & Inspections

Brentwood promotes public health, safety and welfare through the administration and enforcement of the 2009 International Code, the 2008 National Electric Code and the Brentwood Municipal Code. Please call the Planning & Development Department at 314-962-4800 for information concerning inspections and permits.

Brentwood conducts residential and commercial permitting and inspections for construction and occupancy. St. Louis County does not perform these inspections. Examples of projects that require a permit include fences, driveways, garages, pools, and interior and exterior remodeling. Zoning approval is required prior to installing a shed. Exterior alterations to homes, except for decks, window replacements, fences & roof shingles, must be reviewed by the Architectural Review Board prior to issuance of a permit.

### Occupancy Permit

A residential occupancy permit is required before you move into your new residence within Brentwood. The cost is \$45. *Any change of occupancy* thereafter should be reported to the Planning and Development Department (314-962-4800) to update your occupancy permit at no additional cost.

### Property Maintenance

Brentwood is dedicated to maintaining property values, the quality of the City's housing stock and the character of our neighborhoods. If you have a concern regarding property maintenance or would like to report a nuisance violation, please call the Planning and Development Department at 314-962-4800. Some commonly occurring property maintenance/nuisance violations include weeds and grass over 7 inches in height, accumulation of trash and junk or other exterior unsanitary or unsafe conditions, improper storage of trash cans, peeling paint/lack of exterior home maintenance and raking leaves into the street.

### Pet Info

Up to 3 dogs or combination of 6 dogs and cats (so long as there are not more than 3 dogs) are allowed per household. Pet owners are required to maintain their dog and cat on a leash when the animal is not within an enclosed secure area within the owner's property. Also, picking up pet waste when deposited in parks, along sidewalks or another's private property is required by City ordinance. Pet waste disposal bags and cans are provided in all City parks for your convenience.

### Utilities

Ameren UE	314-342-1000	Trash & Recycling	314-963-8642
Laclede Gas	314-621-6960	Idea Com - Phone	314-968-2970
MSD (Sewer)	314-768-6200	Charter Cable	314-428-0202
Missouri American Water	1-866-430-0820	AT&T U-verse	314-963-2008

### Area Schools

Brentwood School District	314-962-4507	St. Mary Magdalen	314-961-8400
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### Miscellaneous

Dept. Motor Vehicles	314-877-0199	Brentwood Swim Club	314-961-1740
Social Security	1-800-772-1213	Maplewood Pool	314-646-3665
Metro Link	314-231-2345	Mid County YMCA	314-961-5002
Post Office	1-800-275-8777	Richmond Heights Rec Ctr	314-645-1476
MoDOT (state roads)	1-888-275-6636	StL County Hwy (county roads)	314-615-1120