

PETITION FOR CONDITIONAL USE PERMIT



Two (2) complete hard copy sets of the petition with application, fees and PDF (Aknox@DesPeresMO.org) must be submitted to the Department of Public Works by the 15th day of the month. After staff review and revision, fifteen (15) sets must be submitted by the last Wednesday of the month to be eligible for the Planning & Zoning Commission meeting the following month. Plans & documents must be folded to letter size. Petitions that are incomplete will be returned without review.

APPLICANT INFORMATION

Applicant: _____
Address: _____
Phone Number: _____
Email: _____
Fax Number: _____
Interest in Property: _____
Owner: _____
Address: _____

SITE DESCRIPTION

Legal Address of the Property: _____
Development: _____
Current Zoning District: _____
Current Use of Property: _____
Hours of Operation: _____
Floor Area: _____

We have read this petition and agree to abide by all of its provisions. We have read the City of Des Peres Municipal Code and will comply with all applicable requirements. We have not attempted to pay any city official a fee, commission or gratuity to advance this petition. We have not knowingly provided any false information associated with this petition and agree to be entirely truthful about our intentions during public meetings. This is certified by our signatures below:

Applicant: _____ Date: _____

Owner: _____ Date: _____

PERMIT REQUIREMENTS

- FEE OF \$500.00
- TITLE BLOCK, NAME, STATUS AND DATE
- NORTH ARROW, LEGEND AND LOCATOR MAP
- SCALE NO GHIGHER THAN 1"=100'
- SEAL AND SIGNATURE OF LICENSED ENGINEER, SURVEYOR OR ARCHITECT
- LEGAL DESCRIPTION OF PROPERTY
- STATEMENT OF REQUEST
- TRAFFIC AND PARKING STUDY
- WATER COURSE AND 100 YEAR FLOOD PLAIN SIZE AND ELEVATION
- SANITARY SEWER SIZE AND CAPACITY
- STORM SEWER SIZE AND CAPACITY
- STORMWATER DETENTION BASIN SIZE, ELEVATION AND CAPACITY
- WATER LINE SIZE AND CAPACITY AND HYDRANTS
- UTILITY EASEMENT TYPE AND WIDTH
- TREE INVENTORY AND REPLACEMENT CALCULATIONS
- TOPOGRAPHY TO THE NEAREST 2 FT.
- BUILDING GROSS FLOOR AREA, ELEVATION AND CROSS SECTIONS
- STREET RIGHT-OF-WAY AND PAVEMENT WIDTH
- STREET CROSS SECTIONS AND PROFILES
- SIDEWALKS
- LOT DIMENSIONS, SETBACKS AND AREA
- BUFFER YARD DIMENSIONS AND AREA
- LOT COVERAGE CALCULATIONS
- INTERNAL DRIVEWAYS, PARKING LOTS AND CIRCULATION PATTERNS
- LOADING AREAS
- LIGHTING FIXTURE TYPE, HEIGHT, AND INTENSITY DEPICTED IN A PHOTOMETRIC PLOT
- LANDSCAPING PLAN
- REFUSE ENCLOSURE ELEVATION DRAWINGS AND SCREENING MATERIALS
- BUILDING MATERIALS SAMPLES
- BUILDING RENDERINGS DEPICTING ARCHITECTURAL STYLING
- DEVELOPMENT PHASING
- SIGNAGE
- FREQUENCY AND DURATION OF ACTIVITIES
- HOURS OF OPERATION

Petitioner shall provide the City, a PDF electronic copy of the proposed plan.

This submittal shall include:

- SITE PLAN
- BUILDING ELEVATION (IN COLOR) FROM EACH DIRECTION
- ANY OTHER DOCUMENT(S) DEEMED APPROPRIATE BY THE APPLICANT