CITY OF DES PERES, MO
PETITION FOR SPECIAL USE PERMIT

APPLICANT: _____

ADDRESS: _____

PHONE: _____

FAX: _____

OWNER:_____

ADDRESS:_____

DEVELOPMENT:_____

LOCATION:_____

USE:_____ ZONING: _____

SITE AREA _____ FLR. AREA: _____

TWENTY (20) COMPLETE SETS OF THE PETITION MUST BE SUBMITTED TO THE DEPARTMENT OF PUBLIC WORKS TEN (10) WORKING DAYS PRIOR TO A PLANNING AND ZONING COMMISSION MEETING TO BE ELIGIBLE FOR THAT AGENDA. PLANS MUST BE FOLDED TO LETTER SIZE. PETITIONS THAT ARE INCOMPLETE WILL BE RETUNED WITHOUT REVIEW.

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

SPECIAL USE PERMIT

- FEE OF $500.00,
- TITLE BLOCK, NAME, STATUS AND DATE,
- NORTH ARROW, LEGEND AND LOCATOR MAP,
- SCALE NO HIGHER THAN 1"=100',
- SEAL AND SIGNATURE OF LICENCED ENGINEER, SURVEYOR OR ARCHITECT,
- LEGAL DESCRIPTION OF PROPERTY,
- STATEMENT OF REQUEST,
- TRAFFIC AND PARKING STUDY,
- WATER COURS 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 COVERAGRE 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 MATERIAL SAMPLES
- BUILDING RENDERINGS DEPICTING ARCHITECTURAL STYLING,
- DEVELOPMENT PHASING,
- SIGNAGE
- ELECTRONIC SUBMITTAL REQUIREMENTS–

PETITIONER SHALL PROVIDE THE CITY, ON CD/DVD, AN ELECTRONIC COPY OF THE PROPOSED PLAN. THIS SUBMITTAL WILL BE SUBMITTED IN PFD FORMAT **ONLY**.

THE SUBMITTAL SHALL INCLUDE:

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

DEPARTMENT OF PUBLIC WORKS
12325 MANCHESTER ROAD
DES PERES, MO 63131

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FAX: 314.835.6131