



**Deposit: \$500.00**

**Fee: \$ \_\_\_\_\_**

## **APPLICATION FOR A SPECIAL LAND USE PERMIT**

New  Expansion – Ord. No. \_\_\_\_\_

**ALL APPLICABLE SECTIONS OF THIS APPLICATION MUST BE COMPLETE AND THE INFORMATION CONTAINED HEREIN MUST BE  
CONSISTENT WITH ALL MATERIALS, PLANS AND DRAWINGS SUBMITTED**

Date: \_\_\_\_\_

Now comes \_\_\_\_\_, the Applicant, and states to the City Council  
Full Name of Party with Legal Interest  
that they have the following legal interest in the tract of land, located in the City of Hazelwood, State of Missouri, as  
described below:

Owner  Lessee  Other – Specify: \_\_\_\_\_

### **Site Information**

Site Address: \_\_\_\_\_

Ward Number: \_\_\_\_\_ Locator Number: \_\_\_\_\_ Zoning: \_\_\_\_\_

Acreage: \_\_\_\_\_ Present Use: \_\_\_\_\_

Existing Gross Square Footage of Building(s): \_\_\_\_\_ Proposed Gross Square Footage of Building(s): \_\_\_\_\_

Required Parking Spaces: \_\_\_\_\_ Proposed Parking Spaces: \_\_\_\_\_

### **Parties in Interest**

*Current Permit Holder, If Any:* \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

*Applicant's Agent Name/Title (Corp., Officer, Partner, etc.):* \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

*Representative Name/Title (Architect, Engineer, Attorney, etc.):* \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### **Request**

The applicant hereby requests a Special Land Use Permit for the operation of \_\_\_\_\_

and describes the proposed method and operation of the use as follows:

The applicant states that the Deed Restrictions, if any, do not prohibit the proposed use and the use will comply with all City zoning requirements.

## Submission Requirements

- Two original applications with notarized signature
- Two copies of contract for purchase, deed, or lease agreement (first page and signature page) proving legal interest
- Two copies of deed restrictions, if any
- Thirty FOLDED copies of plat or site plan with nearest street intersection, dimensions of property, boundary markers, north point and full legal description
- Thirty FOLDED copies of floor plan
- Two copies of Secretary of State certification of corporation name and/or fictitious name
- Letter describing location and site use with type and location of any fences, parking requirements and proposed parking, hours of operations, and number of employees on maximum shift
- Application deposit and fee

If a liquor license is needed, please contact the City Clerk for regulations and application.

I hereby certify all documentation provided and testimony given by and on behalf of this application is, to the best of my knowledge, true and accurate.

Applicant Signature

State of \_\_\_\_\_ )  
 ) SS  
County of \_\_\_\_\_ )

\_\_\_\_\_  
20 \_\_\_\_\_ subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_,

Notary Seal:

Notary Public Signature

**For office use only:**

Classification from Use Regulation, Appendix A: \_\_\_\_\_

Comments: \_\_\_\_\_

City Planner or Designee: \_\_\_\_\_