COMMUNITY DEVELOPMENT
8880 Clark Avenue
Parkville, MO 64152
(816) 741-7676
(816) 741-0013 FAX

Date Submitted_____
Hearing Date_____
Case Number_____

Application for Conditional Use Permit
Before the Parkville Planning and Zoning Commission

1. Owner/Applicant Information

Applicant:_____ Owner:_____

Address: _____ Address: _____

_____ _____

Phone:_____ Phone:_____

Fax:_____ Fax: _____

Owner's signature:

_____

(Required) We, the owner(s) of the herein referenced property, authorize submittal of this application and certify all information contained herein is true and correct.

2. Proposed Conditional Use

Describe use: _____

_____

Requested length of permit: _____

3. Property Information

Legal description: Attach a separate sheet with complete legal description of the property.

Present zoning: _____

Present use of the property: _____

_____

Length of vacancy (if any): _____

4. Neighboring land uses and zoning

Describe the zoning and uses on the neighboring properties:

	Land use	Zoning Classification
North:	_____	_____
	_____	
South:	_____	_____
	_____	
East:	_____	_____
	_____	
West:	_____	_____
	_____	

General character of the neighborhood: _____

_____

_____

Effects of the proposed use permit on nearby property: _____

_____

_____

Are roads and utilities sufficient to serve the proposed conditional use?
Explain: _____

_____

_____

Other comments or factors relating to this request for a conditional use permit:

_____

_____

_____

5. Checklist of required submittals

- ❑ Nonrefundable application fee of $300.00. Applicant will be billed to recover costs for required publication and mailed notice to adjacent property owners.
- ❑ Names and addresses of all property owners within 185' of the subject property boundaries.
- ❑ Complete legal description of the property proposed for conditional use.
- ❑ Site plan sketch with surveyed property boundaries, existing and proposed buildings and uses, existing and proposed topography, existing and proposed utilities, landscaping, signage, parking and any other site features relating to the proposed conditional use must accompany the application (1 large copy and 15 ledger size copies).
- ❑ Authorization signature of the owner of the property proposed for conditional use.

Application accepted as complete by: _____
Community Development Director date

For City Use Only

Planning Commission	Board of Aldermen
Public hearing date: Publication date: Recommendation:	Meeting date: Determination: Ordinance No.: