

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

Permit No.: \_\_\_\_\_

Fee: **\$500.00**

## ***APPLICATION FOR AMENDED FINAL DEVELOPMENT PLAN*** ***--MINOR CHANGES--***

*Pursuant to Section 405.460(K), this application allows an applicant seeking only **minor changes** to an approved final development plan to request approval of that proposed amendment without further action of the Planning Commission or the Board of Aldermen, provided that the City Engineer and City staff determines that the change(s) is/are minor and that the landscaping, buffer area and screening plan is adequate, that the proposed changes to the development will be compatible with proposed and existing adjacent development, and that all other submission requirements have been satisfied. The number of copies shall be as required by the City Administrator and shall be accompanied by all general application requirements, including review and processing fees as set forth in Section 400.120.*

**Information Concerning Applicant:** Applicant hereby submits the following information concerning the proposed site:

Business Name: \_\_\_\_\_

Address of Planned Development	City	State	Zip Code
( ) _____	_____	_____	_____
Phone Number	Fax Number	Email Address	

*Mailing Address (if different than above)*

Address	City	State	Zip Code
( ) _____	_____	_____	_____
Phone Number	Fax Number	Email Address	

Name of Business Owner and/or Name and title of Company Officer for above business:

Name	Title		
_____	_____		
Address	City	State	Zip Code
( ) _____	_____	_____	_____
Phone Number	Fax Number	Email Address	

Name of Architect and/or Engineer: \_\_\_\_\_ ( ) \_\_\_\_\_  
Name Phone Number

Lot locator number: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

What are the business hours of operation (existing or proposed)?

Mon – Fri: \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m. & Sat & Sun: \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.

Will product be sold which is subject to retail sales tax? Yes  No

Date business began / will begin (if new business) in The City of Green Park: \_\_\_\_\_

Detailed description of nature of business, organization or trade: \_\_\_\_\_ Date \_\_\_\_\_  
*(Attach additional sheets if more space is needed)*

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Detailed description of proposed amendment to approved final development plan:

(Attach additional sheets if more space is needed)

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To be considered a “minor change” the proposed changes must be shown by applicant:

- To accommodate the building, parking and drives with appropriate open space and safe and easy ingress and egress with no traffic congestion.
- To be compatible with the City's Comprehensive Plan, any supplement thereto and/or adopted regulations and the criteria governing the rezoning of property.
- To be consistent with the intent of the original approval.
- To be designed, located and proposed to be operated so that the public health, safety and welfare will be protected and will not impair the use and enjoyment or value of neighboring properties.
- To be architecturally consistent with and of a similar the quality of the proposed building and the surrounding neighborhood.
- To be changes that do not seek to modify the minimum dimensions and areas of lots and yards set forth in the applicable zoning district regulations or the approved final development plan.

**Amended Final Development Plan Submission Requirements**

***The applicant shall submit a rendering that depicts all changes to the approved plan the applicant is seeking that shows the existing site and how the site will appear after the proposed change.***

- The plan shall be reduced onto eight and one-half (8 ½) inch by eleven (11) inch bond paper and be electronically submitted in .pdf format

***The applicant shall also submit an “Amended Final Development Plan” containing the following information:***

- Finished grades or contours for the entire site – five (5) or two (2) foot intervals may be required by the City, depending on the site.
- All proposed and existing adjacent public street right-of-way with centerline location.
- All proposed and existing adjacent public street and public drive locations, widths, curb cuts and radii.
- Location, width and limits of all existing and proposed sidewalks.
- Location, size and radii of all existing and proposed median breaks and turning lanes.
- Distance between all buildings, between buildings and property lines, and between all parking areas and property lines.
- Location of all required building and parking setbacks.
- Location, dimensions, number of stories and area in square feet of all proposed buildings.
- Area of land in square feet or acres.
- Limits, location, size and material to be used in all proposed retaining walls.
- Location and dimensions of all driveways, parking lots, parking stalls, aisles, loading and service areas and docks.
- Location, height, intensity and type of outside lighting fixtures for buildings and parking lots.
- Location, size, and type of material of all proposed monument or freestanding signs.
- The location of adjacent developments, alignments and location of public and private driveways and streets, medians, and public and semi-public easements.

***If affected by amendment, the applicant shall also submit:***

- Final storm water collection, detention and erosions control plans.

- Final analysis of the capacity of the existing sanitary sewer receiving system.
- Final water and sanitary sewer plans.
- Approval from all interested jurisdictions, including MSD and Mehlville Fire District.
- One (1) or more illustrations showing building elevations including elevations of all sides of proposed buildings including notation indicating building materials and colors to be used on exteriors and roofs, dimensions and areas of all floors within the proposed buildings. Size, location, color and materials of all signs to be attached to building exteriors. Location, size and materials to be used in all screening of rooftop mechanical equipment. Building sections.
- One (1) or more illustrations showing dimensions and areas of all floors within proposed buildings.
- One (1) or more illustrations showing landscaping and buffer area plans as required.
- Deeds of dedication for all right-of-ways or easements required as a result of Preliminary Development Plan approval, if conveyance thereof is not to be made by plat or by the filing of the Final Development Plan.
- A copy of all covenants and restrictions applicable to the development, if required by the terms of the Preliminary Development Plan.
- Evidence of the establishment of the agency for the ownership and maintenance of any common open space and all assurances of financial and administrative ability of such agency, if required by the terms of the approved Preliminary Development Plan.
- At least one (1) copy of the amended final development plan, build elevations and landscaping, screening and planting and buffer area plans shall be reduced onto eight and one-half (8 ½) inch by eleven (11) inch bond paper.

**Representation Concerning Authority & Compliance with Laws:**

I am authorized by the Applicant to sign on his/her/its behalf and have read this application in its entirety. The information contained herein is true, and correct and complete to the best of my knowledge, information, and belief.

Applicant hereby represents that the business conducted by Applicant does not and will not violate any ordinance of the City of Green Park and now complies and will continue to comply fully with the laws of the State of Missouri. Applicant acknowledges that failure to truthfully complete this application or failure to comply with all laws may result in revocation of this permit

\_\_\_\_\_  
Signature of Principal Officer

\_\_\_\_\_  
Date

***City Use Only***

**City Engineer & City Staff:**

**Amended Final Development Plan – Minor Changes**

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

- Approval     Conditional Approval (see attachment)     Disapproval

Comments:

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