



City Hall
2032 Hanley Road
Dardenne Prairie, MO 63368
Phone 636.561.1718
Fax 636.625.0077

P.U.D. REQUEST – AREA PLAN

CITY OF DARDENNE PRAIRIE, MISSOURI

www.DardennePrairie.org

APPLICANT:

Company Name

Printed Name, Title

Street Address

City/State/Zip Code

Telephone

Facsimile

Email Address

STREET ADDRESS OF P.U.D.: _____

OWNER (attach additional):

Contract Purchaser/Developer:

Printed Name

Company Name

Printed Name

Printed Name, Title

Street Address

Street Address

City/State/Zip Code

City/State/Zip Code

Telephone

Facsimile

Telephone

Facsimile

Email Address

Email Address

LEGAL DESCRIPTION OF PROPERTY (other than address) _____

EXISTING ZONING: _____

PROPOSED ZONING: _____

PROPOSED USE: _____

NO. UNITS: _____

PROJECT AREA: _____

PROPERTY AREA: _____

REZONING REQUEST FEE SUBMITTED: _____

AREA PLAN REVIEW FEE SUBMITTED: _____

P.U.D. REQUEST - AREA PLAN

1. The submitted area plan shall be prepared on sheet(s) not to exceed twenty-four (24) inches by thirty-six (36) inches and meet the requirements of Article IV "PUD Planned Unit Development"
2. A landscape plan prepared on sheet(s) not to exceed twenty-four (24) inches by thirty-six (36) inches and meeting the requirements of Article IX "Landscaping and Screening" shall be included as part of the area plan submitted.
3. The submitted area plan shall show the proposed design and layout of streets, driveways, sidewalks and other vehicular and pedestrian circulation features within and adjacent to the site; also the location, size and number of parking spaces in the off-street parking areas and the identification of service lands, service parking and loading zones in conformance with the requirements set forth in Article XI "Off-Street Parking and Loading Regulations."

Please Note:

- Prior to approval of a Building Permit, a Construction Site Plan must be reviewed and approved by the City Engineer. In addition, the appropriate Fire Protection District will need to review and approve the development.
- Any signage to be placed on the subject property requires a separate Sign Permit or Master Sign Plan.
- Any business occupying the site requires approval of a Business License.
- All plans, architectural drawings, renderings or other materials or visual aids either submitted to the Commission and/or Board of Aldermen or presented at their meeting shall become the property of the City and part of the permanent record of any approval.

[√] CHECKLIST TO COMPLETE THIS APPLICATION

- [] Two (2) folded copies of the plan are provided.
Additional copies for distribution to Planning and Zoning Commission and Board of Aldermen members will be requested upon review by the City Engineer.
- [] Electronic and paper copy of legal description of the property are provided. Electronic files may be sent via email to the City Engineer (engineer@dardenneprairie.org).
- [] Provide a list of the names and mailing addresses of property owners with property within an area determined by lines drawn parallel to and three hundred (300) feet distant from the boundaries of the subject property. Electronic files may be sent via email to the City Engineer (engineer@dardenneprairie.org).
- [] A good faith effort shall be made by the petitioner to notify by mail all property owners known to the petitioner whose property is within an area determined by lines drawn parallel to and three hundred (300) feet distant from the subject property of the time and place of the public hearings. Such notices shall be postmarked at least fifteen (15) days prior to the date of the hearings.

Date of 1st Public Hearing: _____ Postmark Deadline: _____

- [] The applicant is required to appear before the Planning and Zoning Commission and Board of Aldermen.

Before signing this application, make sure all items above are completed

_____	_____
Applicant's Signature	Date
_____	_____
Owner's Signature (additional below)	Date

NOTE: By affixing signatures to this application form, the Applicant and Owner hereby verify that: they have reviewed the applicable zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signatures further indicate that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.

Example of Notice of Public Hearings to be Sent to Adjacent Property Owners

Date: _____

Re: Notice of Public Hearings
Dardenne Prairie, Missouri

Dear Property Owner:

Please be advised that the city of Dardenne Prairie, Missouri, will conduct a Public Hearing regarding a P.U.D. Request – Area Plan (rezoning request) for a tract of land near your property before the Planning and Zoning Commission on Wednesday, [month] [day], [year], at 7:00 p.m., or as soon thereafter as same may be heard, at the city of Dardenne Prairie City Hall located at 2032 Hanley Road in Dardenne Prairie, Missouri, and before the Board of Aldermen on Wednesday, [month] [day], [year], at 7:00 p.m., or as soon thereafter as same may be heard, at the city of Dardenne Prairie City Hall located at 2032 Hanley Road in Dardenne Prairie, Missouri, concerning the following:

Name of Applicant:	_____
Name of Property Owner(s):	_____
Present Zoning Classification:	_____
Proposed Zoning Classification:	_____
Proposed Use:	_____
Property Location:	_____

Please be advised that you have the right to be heard at the public hearings. If you have any questions, feel free to contact me at (____) ____ - _____ or the city of Dardenne Prairie at the telephone numbers listed below.

Sincerely,

{Petitioner Signature}

Petitioner Printed Name & Title

cc: Kimberlie Clark, Dardenne Prairie City Clerk (636) 561-1718
Luke R. Kehoe, P.E., CFM, Dardenne Prairie City Engineer (636) 978-6008