



City Hall  
2032 Hanley Road  
Dardenne Prairie, MO 63368  
Phone 636.561.1718  
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**APPLICATION TO THE CITY ENGINEER**  
**FOR CERTIFICATE OF ZONING COMPLIANCE**

CITY OF DARDENNE PRAIRIE, MISSOURI

[www.DardennePrairie.org](http://www.DardennePrairie.org)

APPLICANT:

\_\_\_\_\_

Company Name

\_\_\_\_\_

Printed Name, Title

\_\_\_\_\_

Street Address

\_\_\_\_\_

City/State/Zip Code

\_\_\_\_\_

Telephone

\_\_\_\_\_

Facsimile

\_\_\_\_\_

Email Address

STREET ADDRESS OF PROPERTY: \_\_\_\_\_

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 USE: \_\_\_\_\_

PROPOSED USE: \_\_\_\_\_

APPLICATION FEE SUBMITTED: \_\_\_\_\_



**Please Note:**

- A certificate of zoning compliance signifies that, in the opinion of the City Engineer, the existing or intended use, building or structure complies with all provisions of Chapter 405 of the Municipal Code.
- It shall be unlawful to change a type of use of land, to change the type of use or occupancy of any building or structure or to extend any use on any lot on which there is a non-conforming use of structure until a certificate of zoning compliance has been issued.
- Where a building permit is required, application for a certificate of zoning compliance shall accompany or precede the application for a building permit. (In all other cases in which a building permit is not required, the application for a certificate of zoning compliance shall be made prior to the date when a new or enlarged use of a building or lot or part thereof is intended to begin.)
- Any certificate of zoning compliance granted under Chapter 405 of the Municipal Code shall become null and void unless construction and/or use is commenced within one hundred eighty (180) days and completed within three hundred sixty-five (365) days of the date of issuance.

CHECKLIST TO COMPLETE THIS APPLICATION

- Two (2) copies of site plans drawn to scale with specifications for the existing or proposed developed site are included with this application.
- A list of any land use or zoning information desired to be considered by the City Engineer for inclusion in the requested certificate of zoning compliance is included with this application.
- The application fee of \$175.00 is provided with this application.

\*\*\*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 land use 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.**