



Division of Housing and Economic Development
 2120 Hord Ave. Jennings, MO 63136
 Ph. 314-388-1164 // Fax. 314-867-6458
 www.cityofjennings.org

APPLICATION FOR SITE DEVELOPMENT PLAN

PROJECT NAME: _____

PETITIONER INFORMATION:

Name of applicant: _____

Email: _____

Address of applicant: _____

Phone: _____ Fax: _____ Other (Cell): _____

Name of architect/engineer preparing plan: _____

Address of architect/engineer: _____

SITE INFORMATION:

Address: _____

Locator number: _____ Zoning district: _____ Acres/sq.ft: _____

Present use: _____ Proposed use: _____

PROPOSED PROJECT:

Project description: _____

Gross floor area (GFA) Existing: _____ s.f.

Additional proposed: _____ s.f.

Total proposed: _____ s.f.

Describe the use of occupancy of the building(s) such as maximum seating capacity, number of employees, number of tables, etc.

Parking spaces: Existing: _____ Additional proposed: _____ Total proposed: _____

Loading space(s): Existing: _____ Additional proposed: _____ Total proposed: _____

Calculation based on: _____

CERTIFICATION:

The undersigned hereby certified that he/she has read and examined this application and that the proposed project is accurately represented in the statements made in this application.

Name

Date

**SITE DEVELOPMENT PLAN REVIEW CHECKLIST
PLANNING COMMISSION**

- _____ Eleven copies of site plan application
- _____ Eleven folded copies of site plan
- _____ Eleven copies of any other material submitted
- _____ Site Development Plan application fee of \$150.00 – check, cash or money order

Required Site Development Plan

- _____ **Site location diagram:** Show the site in relation to the surrounding streets and the city's major street network.
- _____ **Title block:** With reference information to include:
 1. Name of project
 2. Name of property owner
 3. Name of applicant/developer
 4. Name of architect/engineer
 5. Scale, both numerical and graphical
 6. Date of submission with provision for dating revisions
- _____ **Site dimensions:** Show dimensions of site perimeter, applicable zoning setback lines, site area in square feet and access.
- _____ **Easements and restrictions:** Indicate the location and nature of easements, zoning boundaries or other restrictions or limitations on the use of the subject site.
- _____ **Site topography:** Provide existing and proposed contours.
- _____ **Building locations, size and sitting:** Outline the dimensions from the property lines of the "foot print" of all buildings (including location of dumpsters and waste disposal areas). Indicate building perimeter dimensions and heights.
- _____ **Parking layout and driveways:** Include notation of parking stall size, aisle and driveway widths, and number of cars in each row of parking spaces.
- _____ **Utilities:** Indicate provision for or access to major utilities including water, storm sewers, sanitary sewers, gas and electricity.
- _____ **Lighting plan:** Indicate the location of light standards.
- _____ **Development data:** Indicate in tabular form on the site plan the following:
 1. Site area in square feet and acres
 2. Gross building floor area, GFA, in square feet
 3. Gross leasable floor area, GLA, square feet
 4. Percentage of leasable to gross floor area (GLA/GFA)
 5. Floor area ratio (leasable floor area/site area)
 6. Building coverage (building "foot print"/site area)
 7. Site coverage (building coverage + parking & driveway areas/site area)
 8. Parking spaces required
 9. Parking spaces provided
 10. Existing and proposed zoning

Additional: Prepare a colored rendering of the site development plan that identifies the building, parking, sidewalks, curb cuts, landscaping, retaining walls, fences and other exterior features.

Please contact Henry Johnson, Director of Housing and Economic Development,
at 314-388-1164 x 240 with additional questions.