



# City of Pleasant Hill

203 Paul Street, Pleasant Hill, MO 64080 816-540-3135 / Fax: 816-987-5141

## CHANGE OF ZONING APPLICATION

### APPLICANT INFORMATION:

1. Application must be filed with the Pleasant Hill Community Development Division, 203 Paul St. Pleasant Hill, Missouri 64080 by the date on the Plan Commission Calendar.
2. Application must be typed or printed in a legible manner.
3. All applicable sections must be completed. If you need more space to provide information, please use separate 8 1/2"x11" paper, reference the application number and attach it to the application.  
Incomplete applications will not be accepted and will be returned to the applicant.
4. Attach application for subdivision approval, consistent with the requirements of UDC Section 24003.10, as may be required.
5. The filing fee **\$250.00** (non-refundable) must accompany application.  
(Check payable to: City of Pleasant Hill)

### TO BE COMPLETED BY OFFICE PERSONNEL ONLY:

Rezoning Case Number **RZ-** \_\_\_\_\_

Date filed \_\_\_\_\_ Date of hearing \_\_\_\_\_

Date advertised \_\_\_\_\_ Date property owners notified \_\_\_\_\_

Date signs posted \_\_\_\_\_

**Hearings:** Heard by \_\_\_\_\_ Date \_\_\_\_\_ Decision \_\_\_\_\_

Heard by \_\_\_\_\_ Date \_\_\_\_\_ Decision \_\_\_\_\_

Heard by \_\_\_\_\_ Date \_\_\_\_\_ Decision \_\_\_\_\_

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**BEGIN APPLICATION HERE:**

**1. Data on Applicant(s) and Owner(s):**

**a. Applicant(s) Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**b. Legal Owner of Property:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**c. Agent(s) Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**d. Applicant's interest in Property:** \_\_\_\_\_

**2. General location (Road Name)** \_\_\_\_\_

\_\_\_\_\_

**3. Present Zoning** \_\_\_\_\_ **Zoning Requested** \_\_\_\_\_

**4. AREA (sq. ft. / acres)** \_\_\_\_\_

**5. Legal Description of Property: (Write Below or provide copy of deed and survey)**

\_\_\_\_\_

\_\_\_\_\_

**6. Present Use of Property:** \_\_\_\_\_

**7. Proposed Use of Property:** \_\_\_\_\_

**8. Proposed time schedule for development:** \_\_\_\_\_

**9. What effect will your proposed development have on the surrounding properties?**

\_\_\_\_\_

- 10.** Is any portion of the property within the established flood plain as shown on the FEMA Flood Boundary Map: \_\_\_ Yes \_\_\_ No Panel - 295269, Map # \_\_\_\_\_  
If so, will any improvements be made to the property which will increase or decrease the elevation? Explain: \_\_\_\_\_  
\_\_\_\_\_
- 11.** Describe the source/method which provides the following services, and what effect the development will have on same:
- a. Water Provider: \_\_\_ Pleasant Hill, Other: \_\_\_\_\_
  - b. Sewage disposal: Public Sewer \_\_\_ Onsite Waste Water \_\_\_
  - c. Electricity: Kansas City Power & Light, Other: \_\_\_\_\_
- 12.** Describe existing road width and condition: \_\_\_\_\_  
\_\_\_\_\_
- 13.** What effect will proposed development have on existing road and traffic conditions? \_\_\_\_\_  
\_\_\_\_\_
- 14.** Are any state, federal, or other public agencies approvals or permits required for the proposed development? \_\_\_\_\_  
If so, describe giving dates of application and status (include permit numbers and copies of same, if issued): \_\_\_\_\_  
\_\_\_\_\_

The LEGAL OWNER(s) of the property must be signatory to this application. If the owner is also the applicant then only the Property Owner portion needs to be filled out. Applications will not be accepted to move forward without the proper signatories. Verification of ownership will be made using the Tax Rolls and the Recorder of Deeds database.

Verification: I (We) hereby certify that all of the foregoing statements contained in any papers and/or plans submitted herewith are true to the best of my (our) knowledge and belief.

Property Owner(s)

\_\_\_\_\_  
\_\_\_\_\_

Signature(s)

Date

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year of \_\_\_\_\_,

before me the undersigned notary public, personally

appeared \_\_\_\_\_

\_\_\_\_\_ known to me to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the same for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Notary Public \_\_\_\_\_ Commission Expires \_\_\_\_\_

seal

**Applicant(s):**

\_\_\_\_\_

\_\_\_\_\_

Signature(s)

Date

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year of \_\_\_\_\_,  
before me the undersigned notary public, personally  
appeared \_\_\_\_\_

\_\_\_\_\_

known to me to be the person(s) whose names(s) is/are subscribed to the within instrument and  
acknowledged that he/she/they executed the same for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Notary Public \_\_\_\_\_ Commission Expires \_\_\_\_\_

**seal**

**Contract Purchaser(s)**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature(s)

Date

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year of \_\_\_\_\_,  
before me the undersigned notary public, personally  
appeared \_\_\_\_\_  
\_\_\_\_\_

known to me to be the person(s) whose names(s) is/are subscribed to the within instrument and  
acknowledged that he/she/they executed the same for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Notary Public \_\_\_\_\_ Commission Expires \_\_\_\_\_

Seal

**Information Required in Amendment Application.** When the application involves a change in the zoning district map, the applicant shall submit the following information:

1. A legal description of the property;
2. A scaled map of the property, correlating with the legal description, and clearly showing the property's location;
3. The name, address, and phone number of the applicant and property owner.
4. A description of the present use of the property and existing zoning;
5. A description of the proposed use of the property and requested zoning;
6. The area of the property in square feet and/or acres;
7. The proposed time schedule for development;
8. The source/method for providing utility/infrastructure services to the property;
9. A description of existing road conditions and any new roads to be included in the development and of the effect the proposed development will have on existing road and traffic conditions;
10. Declaration of the property's status relative to floodplain information provided by FEMA;
11. A list of any state, federal, or other public agencies' approvals or permits required for the proposed development;
12. The effect the proposed development may have on surrounding properties;
13. Additional exhibits as may be required by the Director such as a site Plan showing elevations of property, location and size of all existing and proposed structures, roadways, easements, and parking areas, and the location of present and proposed points of access of the property;
14. The signatures(s) of the applicant(s) and owners(s) certifying the accuracy of the required information.