



CITY OF BRIDGETON ~ DEPARTMENT OF PUBLIC WORKS
12355 NATURAL BRIDGE ROAD, BRIDGETON, MO 63044
TEL. (314) 739-7665 FAX (314) 739-3456 WWW.BRIDGETONMO.COM

For office use only:

Application No. _____

APPLICATION TO REZONE OR ESTABLISH A SPECIAL USE PERMIT

The purpose of the Bridgeton Zoning Ordinance (Municipal Code Chapter 410, Zoning Regulations) is to promote the public health, safety, comfort, morals, convenience and general public welfare; protect the character and the stability of the residential, business and manufacturing areas within the City of Bridgeton and to promote the orderly and beneficial development of such areas; provide adequate light, air, privacy and convenience of access to property; regulate the intensity of use of land and lot areas and to determine the area of open spaces surrounding buildings necessary to provide adequate light and air and to protect the public health; lessen or avoid congestion in the public streets; provide for the needs of industry, business and residence in future growth; promote healthful surroundings for family life in residential areas; fix reasonable standards to which buildings or structures shall conform; prohibit uses, buildings or structures which are incompatible with the character of development or the uses allowed within specified zoning districts; prevent such additions to, or alteration or remodeling of, existing buildings or structures in such a way as to avoid the restrictions and limitations imposed hereunder; protect against fire, explosion, noxious fumes and other hazards in the interest of the public health, safety, comfort and general welfare; prevent the overcrowding of land and undue concentration of structures, so far as is possible and appropriate in each district, by regulating the use and bulk of buildings in relation to the land surrounding them; conserve the value of land and buildings throughout the City of Bridgeton; provide for the gradual elimination of non-conforming uses of land, buildings and structures which are adversely affecting the value of desirable development in each district; And to define and limit the powers and duties of the administrative officers and bodies as provided herein.

I. APPLICATION TYPE

Check (v) all applications that apply:

- Rezoning to a General District Rezoning to a Planned District Amend a Planned District
 Establish a Special Use Permit Amend a Special Use Permit *Note: Separate fees apply to each application selected*

II. PROPERTY INFORMATION

Project Name: _____
 Street Address: _____
 Locator Number(s): _____ Total Acreage: _____
 Current Zoning District(s): _____ Proposed Zoning District(s): _____
 (If Applicable)

III. APPLICANT INFORMATION

Owner(s) of record of the hereinafter described property according to St. Louis County Tax Assessor's Record:

Name: _____ Telephone/Email: _____
 Address: _____
 City: _____ State: _____ Zip: _____
(Attach additional sheets as necessary)

Applicant/Agent: _____ Telephone/Email: _____
 (If other than owner(s))
 Address: _____
 City: _____ State: _____ Zip: _____

IV. SUBMITTAL REQUIREMENTS

- 1) Rezoning to a General District (R-1, R-1A, R-2, R-3, R-4, R-4A, R-5, R-6, B-1, B-2, B-3, B-4, M-1, M-2 or A)**
 - a) One (1) copy of an outboundary metes and bounds legal description of the property.
 - b) Three (3) copies of the site plan prepared in accordance with the provisions of Chapter 410 of the City Code of Ordinances (the Bridgeton Zoning Regulations), to include all existing and proposed:
 - i) Boundary lines with dimensions and bearings
 - ii) All easements
 - iii) Streets and points of ingress/egress
 - iv) Buildings, freestanding signs, light poles, parking layout, and other structures or facilities
 - v) Internal traffic circulation (commercial, manufacturing, and multiple-family residential developments)
 - vi) Building and parking setbacks
 - vii) Stormwater facilities and water courses
 - viii) Landscaping
 - ix) Such other information as may be pertinent to review
 - c) One (1) copy of the site plan reduced to 8½" x 11" and one (1) digital copy in PDF format.
 - d) A written narrative discussing the following:
 - i) The nature and purpose of the proposal
 - ii) Relationship of proposal to surrounding land use and zoning
 - iii) Conformance with Comprehensive Plan policies and future land use map
 - iv) Existing and expected impact of proposal on traffic conditions
 - v) Existing and expected impact of proposal on other infrastructure and public services
 - e) Complete application and fee.
- 2) Rezoning to or amend a Planned District (B-5, M-3, CUP, PUD)**
 - a) All information required for a *Rezoning to a General District*
 - b) Plans shall satisfy requirements contained in Section 410.090, Planned Developments, of the Zoning Ordinance
- 3) Establish or Amend a Special Use Permit (SUP)**
 - a) All information required for a *Rezoning to a General District*, however, the narrative must also discuss and answer the following questions:
 - i) Is it deemed necessary for the public convenience at that location?
 - ii) Is so designed, located, and proposed to be operated that the public health, safety and welfare will be maintained?
 - iii) Is found to be generally compatible with the neighborhood in which it is proposed?
 - iv) Will the project comply with the height and area regulations of the district in which it is located unless specifically granted?
 - v) Will off-street parking and loading areas be provided in accordance with the standards set forth in the Zoning Ordinance?
 - vi) Have or will adequate utility, drainage and other such necessary facilities be provided?

V. FEE SCHEDULE

Acreage	Fee
Less than 2 acres	\$300.00
2 to 10 acres	\$500.00
Over 10 acres	\$800.00

- Notes:**
- 1) Please refer to the Zoning Ordinance (Municipal Code Chapter 410) for complete submittal and review requirements.**
 - 2) Incomplete applications will not be forwarded to the Planning & Zoning Commission for review.**

2019 PLANNING & ZONING COMMISSION CALENDAR

<u>Filing Deadline (5:00 p.m.)</u>	<u>Meeting Date (7:00 p.m.)</u>
December 3, 2018	January 14, 2019
December 17, 2018	January 28
January 14	February 11
January 28	February 25
February 11	March 11
February 25	March 25
March 11	April 8
March 25	April 22
April 15	May 13
May 6	June 10
May 20	June 24
June 10	July 8
June 24	July 22
July 8	August 12
July 22	August 26
August 12	September 9
August 26	September 23
September 9	October 14
September 23	October 28
October 21	November 25
November 4	December 9
November 18	December 23
December 9	January 13, 2020
December 23	January 27, 2020

APPLICATION PROCEDURE

- 1) Prior to submitting an application the applicant is urged to meet with the Planning & Zoning Officer to discuss the proposal, review the procedures, and obtain the appropriate application form and procedure guidelines.
- 2) Planning & Zoning Commission hearing and review
 - a) The Commission will receive and hold a public hearing on the application.
 - b) Notice of the public hearing will appear in a newspaper of general circulation at least 15 days prior to the meeting date.
 - c) Commission normally makes a recommendation to City Council at the next regularly scheduled meeting, but may take action on the night of the hearing if all member questions and/or concerns are satisfied.
- 3) If no action is taken by the Commission within 80 days of the filing date or such additional period of time as may be agreed to by the applicant, the application shall be considered as being approved by the Commission as submitted.
- 4) City Council hearing and review
 - a) The City Council will consider the Commission's recommendation at a public hearing held immediately prior to a regular Council meeting. Council meetings are held on the first and third Wednesday each month, and a notice of the public hearing will appear in a newspaper of general circulation at least 15 days prior to the meeting date.
 - b) Council normally takes final action on the application at the next regularly scheduled meeting, but may delay action if members' questions and/or concerns have not been satisfied.

For any related questions, please contact Planning & Zoning at 314-739-7665.