

# THE DEVELOPMENT PROCESS

—from start to finish—

## 1 PROJECT ASSESSMENT



### WHAT YOU NEED TO DO

Contact the **Planning & Development Department**: (314) 524-5257

### HOW WE WILL HELP

The Planning & Development Department staff will answer your questions and make sure you know what procedures and requirements apply to your specific project.

## ZONING REVIEW

### 2

### WHAT YOU NEED TO DO

View the **Zoning Ordinance & Map**;  
Contact the **Planning & Development Department**: (314) 524-5257

### HOW WE WILL HELP

Staff will inform you whether or not your desired use is permitted in the parcel(s) you wish to develop. A Special Use Permit (SUP) or Rezoning request may be necessary.



## 3 PLAN COMMISSION REVIEW

### WHAT YOU NEED TO DO

If your project requires **Plan Commission** review, all information should be provided four (4) weeks prior to the Plan Commission meeting.

Developers will need to meet with the **Architectural Review Board** if there are any exterior changes to structures.

Upon approval of the Commission, any rezoning, special use permits, etc., are forwarded to the **City Council** for their approval.

### HOW WE WILL HELP

Staff will review the application and prepare a staff report for the Commission. A copy of this report and a meeting agenda will be sent to all applicants approximately one (1) week prior to the meeting.



## SITE PLAN REVIEW

### 4

### WHAT YOU NEED TO DO

Submit Site Plans to the **Public Works Department** for review

### HOW WE WILL HELP

Staff will review site plans for compliance with City Code and Technical Criteria



## 5 INSPECTIONS



### WHAT YOU NEED TO DO

As each stage of construction is completed, you must acquire all **required permits** and schedule all required inspections.

Contact the **Public Works Department**: (314) 524-5191

### REGULATION REVIEW

Code Enforcement Officers will enforce City Code of existing structures along with partnering city departments.

*Occupancy of structures cannot occur until a final inspection is completed and an occupancy permit is obtained.*