



Zoning Form & Change of Use Review

All In-Town Businesses
(Except Home Businesses)

Regulated Industries Division
111 E. Maple Avenue
Independence, MO 64050
(816) 325-7079
blicenses@indepmo.org

After you have completed this form, please return to planning staff for review. This can be done by visiting Community Development at City Hall, 111 E. Maple Ave. or by email blicenses@indepmo.org.

Business & Applicant Information

New Business Change of Address Change of Ownership

Business Name _____ Date _____

Business Type/Description _____

Applicant Name _____ E-mail _____ Phone _____

Business Address _____ Zoning District _____

1. Will the business have any vehicles stored at the location overnight? Yes No
 If yes, location on property: _____ Number of vehicles: _____
 What is the purpose of the vehicle(s)? _____
2. Will the business use a dumpster? Yes No
 If yes, is the dumpster existing? Yes No Is there an existing dumpster enclosure? Yes No
3. Will the business have any outdoor storage of equipment or merchandise? Yes No
4. Does the location have existing handicapped parking spaces? Yes No
 If yes, how many spaces? _____ Do the spaces have existing signage? Yes No
5. Does the property have any existing screening (fencing, landscaping, etc.)? Yes No
 If yes, provide a description and location of the screening: _____
6. Is any portion of the property being used for residential purposes? Yes No
 If yes, provide a description: _____
7. Are there any plans for interior or exterior improvements? Yes No
 If yes, provide a description of the improvements: _____

ONLY BUSINESS LICENSE APPLICATIONS THAT INCLUDE ALL THE FOLLOWING WILL BE ACCEPTED BY THE REGULATED INDUSTRIES DIVISION FOR FINAL PROCESSING:

- COMPLETED ZONING FORM *
- BUSINESS LICENSE APPLICATION (INCLUDING REAL OR ESTIMATED GROSS RECEIPTS)
- BUSINESS LICENSE FEE
- CERTIFICATE OF INSURANCE
- CHANGE OF USE REVIEW **

* This form MUST be reviewed and approved by planning and building inspection staff before you apply for a regular or temporary business license. Businesses with no physical location in the city are not required to complete this form.

** If a Change of Use permit is required, the applicant must complete it by contacting the Building Inspections Division at 816-325-7401 or at bpermits@indpemo.org.



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Business Name	Applicant Name	Date
Zoning Review (Staff Use Only)		
Is business allowed at this location? <input type="checkbox"/> Yes or <input type="checkbox"/> No		
	Zoning Approved	Date
Notes:		
Change of Use Review (Staff Use Only)		
Does this location require a change of use permit? <input type="checkbox"/> Yes or <input type="checkbox"/> No		
	Change of Use Reviewed	Date