

- Only conditions and legal description recorded for Conditional Use Permit.
- 9) Establishment of Escrows or Bond
- Escrows or bonds may be necessary to guarantee improvements in addition to those customarily obtained in the subdivision process (i.e., special landscaping, off-site water improvements, and stormwater detention improvements.)
- 10) Completion of Zoning Process
- This completes the zoning portion.

Fees

Acreage	Fees
2.0 or less	\$ 500
2.1 to 10	\$ 800
10.1 to 20	\$1000
More than 20 acres	\$1500

Department of Planning Information Guide

Obtaining a Conditional Use Permit (C.U.P.) for Outdoor Sales

St. Louis County Department of Planning

Contact: Gail Choate
Land Use Manager
(314) 615-7260
gchoate@stlouisco.com

CITIZENS GUIDE TO THE ZONING
PROCESS FOR OUTDOOR SALES
(unrelated to any other use on the property)

- Requires a Conditional Use Permit in the C-2, C-3 zoning districts
- 3-4 month (minimum) public hearing process
- Minimum \$500 fee – based on size of property
- Checklist attached with application requirements

The C.U.P. Process:

- 1) Preapplication Conference – Contact Gail Choate with Planning at 615-7260 (have address of property)

Preapplication conferences with Department of Planning staff are recommended prior to filing a rezoning or special procedure petition. The petitioner may wish to obtain professional assistance (i.e., engineer, attorney, or architect) in preparing and filing a petition.

- 2) Petition Forms – application for a Conditional Use Permit (C.U.P.)

- Submit two (2) completed petition forms with all required supplemental information, detailed site plan, and applicable processing fees. (See fee schedule at end of document.)

- 3) Processing of Application

- Respond to deficiencies in application
- Be put on a public hearing agenda

- 4) Public Hearing before the Planning Commission

- Petitioner or representative attends the hearing and presents proposal to the Planning Commission. Other interested parties may present favorable or opposing views. Public Hearings are held on Monday evenings at 7:00 P.M., in the County Council Chambers at 41 S. Central. Avenue.

- 5) Planning Commission Executive Meeting

- The Planning Commission renders a decision regarding the petition which is forwarded to the St. Louis County Council. Executive Meetings are normally held on the first Monday evening of each month at 6:00 P.M.

- 6) County Council Consideration and/or Action

- The County Council receives the decision of the Planning Commission. If there is no further action, the C.U.P. is effective in 15 days.

- 7) Review of Site Development Plan by the Planning Department Required

- Copies of the Site Development Plan are submitted by the petitioner, which are reviewed for compliance with ordinance or permit conditions by the Planning Department.

- 8) Permit Conditions Recorded with St. Louis County Recorder of Deeds