



Date: _____

City of Frontenac
Commercial Tenant Use and/or
Commercial Occupancy Permit Application

10555 Clayton Road Frontenac, Missouri 63131 Ph: (314) 994-3200 Fax: (314) 994-3203

Address to be occupied: _____

Company Name: _____ Company Phone #: _____

Company Address: _____
Street City State Zip

Applicant Name: _____ Applicant Phone #: _____

Applicant Title: _____

Owner of Building: _____ Owner Phone #: _____

Owner Address: _____
Street City State Zip

Proposed Use: _____

Sq. feet of space to be used by business: _____ # of parking spaces allocated for *this* business: _____ *Total* spaces in parking lot: _____

All sections of the application must be completed and submitted to the City with the following:

1. A detailed description of the business
2. A floor layout of the building or space leased
3. Elevation drawings with the dimensions of all proposed signage (A separate application will be required for all signs.)

A representative from the company must be present at all Planning & Zoning and Board of Aldermen meetings. The applicant will be contacted for scheduling of initial and final inspections.

(Office Use Only)

City Clerk

**Building Commissioner
Zoning Administrator**

Board of Aldermen

Received: _____

Received: _____

Meeting: _____

Fee Paid: _____

Zoning: _____

Approved: _____

Sq. Ft.: _____

Use Group: _____

Denied: _____

Parking: _____

Type of Construction: _____

Building Commissioner & Zoning Administrator

Date