



Zoning & 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 cdplanning@indepmo.org.

Business & Applicant Information		
<input type="checkbox"/> New Business	<input type="checkbox"/> Change of Address	<input type="checkbox"/> Change of Ownership
		Date
Business Name		
Business Type/Description		
Applicant Name	E-mail	Phone
Business Address		Zoning District
Zoning Review (Staff Use Only)		
Is business allowed at this location? (Yes) or (No)		
	Zoning Approved	Date
Notes:		
Change of Use Review (Staff Use Only)		
Does this location require a change of use permit? (Yes) or (No)		
	Change of Use Reviewed	Date
➤ If a change of use permit is required, YOU must contact the Building Inspections Division at (816) 325-7401 or bpermits@indepmo.org to apply for that permit. Your business license will not be approved until all requirements of that permit are met and the change of use permit issued.		
Applicant must provide the following documentation to complete a business license application.		

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

- COMPLETED ZONING & CHANGE OF USE REVIEW (this form) **
- BUSINESS LICENSE APPLICATION (including real or estimated gross receipts)
- BUSINESS LICENSE FEE
- CERTIFICATE OF INSURANCE

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

Return all documents and payment to:

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