



BUSINESS LICENSE DIVISION

Neighborhood Resource Center

Unified Government of Wyandotte County/ Kansas City, Kansas

4953 State Avenue, Kansas City, Kansas 66102

p. (913) 573-8780 | f. (913) 573-8622 | www.wycokck.org

*** COMMERCIAL APPROVALS MEMORANDUM ***

TODAYS' S DATE: _____

Zoning, Flood Plain and Building Inspection Approvals for Business Listed Below

X Business Name: _____ **X** Email: _____

X Proposed Business Address: _____ **X** Parcel# _____

X Owner's Name: _____ **X** Phone# _____

X Type of Business (Description): _____

X Is there a co-occupying business? _____ YES _____ NO

NAICS CODE _____ Occupation Tax Amount \$ _____

Change of ownership _____ Moving Locations _____ New Business _____

Zoning Classification _____

Special instructions or reason for denial: _____

Zoning Staff: _____ Approved Denied Date: _____

Flood Plain Approval: _____ Approved Denied Date: _____

Building Inspection Staff: _____ Approved Denied Date: _____

NOTICE: Should any signs be painted, refaced, hung, or installed on the building or property, a sign permit must be obtained through the office of Planning and Zoning. Please call 573-5750 for further information.

Once approved you will complete the registration process with the Business License/ Occupation Tax office. 4953 State Ave Kansas City, KS 66102.

I have been made aware of and understand the above instructions.

Business Representative: **X** _____ Date: **X** _____