



*A place where families and businesses thrive.*

<b>OFFICIAL USE ONLY</b>	
Planning File Number: _____	Internal File Number: _____
Received By: _____	Date Received: _____ Receipt No.: _____
Application Fee: _____	Deposit - Rate per Hour: _____

**APPLICATION TYPE:**

- |   |   |
|---|---|
| <input type="checkbox"/> Site Plan Approval<br><input type="checkbox"/> Conditional Use<br><input type="checkbox"/> Variance<br><input type="checkbox"/> Appeal of _____<br><br>Establish a Planned Development:<br><input type="checkbox"/> PRD <input type="checkbox"/> CPD <input type="checkbox"/> PID<br><br>Comprehensive Plan Amendment:<br><input type="checkbox"/> Text <input type="checkbox"/> Map | Zoning Ordinance Amendment:<br><input type="checkbox"/> Text <input type="checkbox"/> Map<br><br>Land Division:<br><input type="checkbox"/> Subdivision <input type="checkbox"/> Partition<br><input type="checkbox"/> Tentative Plat <input type="checkbox"/> Final Plat<br><br><input type="checkbox"/> Lot Line Adjustment<br><br>Other: _____ |
|---|---|

**APPLICANT INFORMATION:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY OWNER INFORMATION:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**SUBJECT SITE(S) INFORMATION:**

Property Address: \_\_\_\_\_

Map & Tax Lot Numbers(s): \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Total Size of Site: \_\_\_\_\_

Existing Use: \_\_\_\_\_

Proposed Use/Project Summary: \_\_\_\_\_

*Continued*

In order to expedite and complete the processing of this application, the Planning Division requires that all pertinent material required for review be submitted at the time application is made. If the application is found to be incomplete, review and processing of the request will not begin until the application is made complete. The submittal requirements relative to this application may be obtained from the specific sections of the Zoning or Land Division Ordinances pertaining to this application and from Planning Division staff. Pre- application conferences with Planning Division staff are encouraged. If there are any questions as to submittal requirements, contact the Planning Division prior to formal submission of the application. In submitting this application, the applicant should be prepared to give evidence and information which will justify the request. *The filing fee must be paid at the time of submission. This fee in no way assures approval and is non- refundable.*

I certify that the statements made in this application are complete and true to the best of my knowledge. I understand that any false statements may result in denial of this application.

Applicants Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_