



## DEVELOPMENT APPLICATION

Received Date: \_\_\_\_\_ Case No: \_\_\_\_\_  
 15-Day Review: \_\_\_\_\_ Base Fee: \_\_\_\_\_  
 Publish Date: \_\_\_\_\_ Escrow Amt: \_\_\_\_\_ Pd. \_\_\_\_\_  
 Planning Date: \_\_\_\_\_ Date Filed: \_\_\_\_\_  
 Council Date: \_\_\_\_\_

***Please read carefully and answer all questions thoroughly. All properties are required to be current on all fees, licenses, fines, taxes, or assessments in order to have a complete development application accepted for review by the City. Only complete applications will be accepted after validation by City staff and prior to acceptance of required processing fees/deposits.***

### Type of Request(s):

#### Zoning

\_\_\_\_\_ Site and Building Plan Review  
 \_\_\_\_\_ Comprehensive Plan  
 \_\_\_\_\_ Zoning Text Amendment  
 \_\_\_\_\_ Rezoning (Map Amendment)  
 \_\_\_\_\_ Minor/Major Variance/Appeal  
 \_\_\_\_\_ Conditional Use Permit  
 \_\_\_\_\_ PUD Concept Plan/Amendment  
 \_\_\_\_\_ PUD Rezoning  
 \_\_\_\_\_ Concept Plan Review

#### Subdivision

\_\_\_\_\_ Minor Subdivision/Consolidation  
 \_\_\_\_\_ Preliminary Plat  
 \_\_\_\_\_ Final Plat  
 \_\_\_\_\_ Subdivision Grading Plan  
 \_\_\_\_\_ Other \_\_\_\_\_

**Address of Subject Property:** \_\_\_\_\_

Name of Business: \_\_\_\_\_

### Legal Description of Property (attach additional sheet if necessary):

Lot \_\_\_\_\_ Block \_\_\_\_\_ Plat# \_\_\_\_\_  
 Subdivision \_\_\_\_\_ PID# \_\_\_\_\_

**Current Zoning Classification** (circle): A1 A2 R1-A R1 R2 R3 R4 R5 R6 R7 R8  
 RMH B2 B2-A B3 B4 BW I1 I2 P/I

**Owner: Name (Print)** \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Fax) \_\_\_\_\_  
 Cell Phone \_\_\_\_\_ Email Address \_\_\_\_\_

### Applicant (If other than the owner):

**Owner: Name (Print)** \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone (Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Fax) \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email Address \_\_\_\_\_

**Description of Request(s):** \_\_\_\_\_  
\_\_\_\_\_

**EFFECTS OF THE PROPOSED USE:** List impacts the proposed use will have on property in the vicinity, including, but not limited to traffic, noise, light, smoke/odor, parking, and describe the steps taken to mitigate or eliminate the impacts: \_\_\_\_\_  
\_\_\_\_\_

**Reason Why Request Should Be Granted:** \_\_\_\_\_  
\_\_\_\_\_

**Existing Use of the Property / Nature of Facility or Business:** \_\_\_\_\_  
\_\_\_\_\_

**If a request for planning/zoning action on the subject site or any part thereof has been previously sought, please describe it below:**

What? \_\_\_\_\_  
\_\_\_\_\_

When? \_\_\_\_\_

**Project Name, if applicable:** \_\_\_\_\_

**Are taxes for the property paid to date?** \_\_\_\_\_

*I hereby apply for the above consideration and declare that the information and materials submitted with this application are in compliance with City Ordinance and Policy Requirements and are complete and accurate to the best of my knowledge.*

*I understand that the application will be processed for the next available meeting agenda after review of the information submitted to determine if any other data is needed and after completion of a staff report.*

*I understand that all City incurred professional fees and expenses associated with the processing of this request are the responsibility of the property owner and/or applicant and should be promptly paid. If payment is not received from the applicant, the property owner acknowledges and agrees to be responsible for the unpaid fee balance either by direct payment or a special assessment against the property. If the property fee owner is not the applicant, the applicant must provide written authorization by the owner to make application.*

**Signature(s) of Owner(s):** \_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature of Applicant(s):** \_\_\_\_\_ **Date:** \_\_\_\_\_

\_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved** \_\_\_\_\_ **Denied** \_\_\_\_\_ **by the Planning Commission on:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved** \_\_\_\_\_ **Denied** \_\_\_\_\_ **by the City Council on:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Distribution**

City Planner: \_\_\_\_\_ Building Official: \_\_\_\_\_ Finance Dir \_\_\_\_\_  
City Engineer: \_\_\_\_\_ City Clerk \_\_\_\_\_