



Application #: _____
 Date Submitted: _____
 Public Hearing: _____
 Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Variance, Appeal or Special Exception

1. Applicant / Contact Information

Applicant(s)	Owner(s), if different from applicant
Name: _____	Name: _____
Address _____	Address: _____
City, State _____	City, State: _____
Phone: _____ Fax: _____	Phone: _____ Fax: _____
E-mail _____	E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) _____ Date: _____

Property Owner's Signature (Required) _____ Date: _____

2. Type of Request

Check one: Appeal Special Exception Variance

Applicable zoning regulation and section: _____

Describe nature of the request: _____

3. Property Information

Address and general location: _____

If no address issued, submit legal.

Attach a separate sheet with complete legal description of the property.

Present zoning: _____

Proposed zoning: _____

Present use of the property: _____

Proposed use with variance, appeal or special exception: _____

4. Neighboring Land Use, Zoning, Character and Effects of Amendment on Each

Describe the zoning and uses on the neighboring properties:

	<u>Land use</u>	<u>Zoning</u>
North:	_____	_____
South:	_____	_____
East:	_____	_____
West:	_____	_____

General character of the neighborhood: _____

Effects of the requested variance, appeal or special exception on adjacent and neighboring property:

Other comments or factors relating to this request:

5. Checklist of Required Submittals

- Completed application and all required submittals as follows.
- Nonrefundable application fee of \$300.00. Applicant will be billed to recover costs for required publication and certified notice to adjacent property owners.
- Names and addresses of all property owners within 185' of the applicable property.
- Complete legal description of the applicable property.
- Owner's signature and affidavit of ownership.
- Twelve copies of a plan showing proposed variance, appeal or special exception in relation to existing proposed features, on and off-site and all supporting documentation and exhibits in paper and electronic (pdf) format.

For City Use Only

Application accepted as complete by: _____
Name/Title Date

Application fee payment by: Check # _____ M.O. _____ Cash

Accepted by: _____
Name/Title Date

Hearing notice published in: _____ Date of publication: _____

Final reimbursable costs paid (if applicable). Date of Action: _____

Board Action: Approved Approved with Conditions Denied Date of Action: _____

Conditions if any: _____