

ZONING APPLICATION

APPLICATION

An application for [zoning change or conditional use permit] may be filed with the Zoning Administrator, or his/her designee. The application shall include the following information:

1. Name and address of the applicant.
2. Owner, address and legal description of the property.
3. A description of the reason for the rezoning application and/or the nature and operating characteristics of the proposed use.
4. Any graphic information, including site plans, elevations, other drawings, or other materials determined by the Zoning Administrator to be necessary to describe the proposed use to approving agencies. (Fremont Zoning Ordinance (FZO) § 1203 and 1204)

CHECKLIST *(the following items must be submitted as part of the application process)*

- A. Application *(including fees)*
- B. A copy of the owner's deed(s) for the subject property.
- C. A copy of the plat, survey, surveyor's field notes (including sketch of the subject property) or other illustration sufficient to locate the subject property on the ground.

For conditional use permit applications:

- D. A site plan, floor plan(s) and elevations, drawn to a scale sufficient to permit adequate review and dimensioned as necessary, showing the following information:
 1. The date, scale, north point, title, name of owner, and name of person preparing the site plan, floor plan and elevations.
 2. The location and dimensions of boundary lines, easements, and required yards and setbacks of existing and proposed buildings and site improvements (including parking, tree plantings and landscaping improvements).
 3. The location, size, and use of proposed and existing structures on the site.
 4. Floor plans should include walls, windows, doors (including swings), stairs and ramps, shafts, means of egress, etc., and shall be sufficiently dimensioned to describe all relevant space sizes; and label each space according to its use.
 5. Elevations should include grade, references, survey markers/monuments, scale, building height and materials.

Please note that your application will not be accepted or there may be a delay in processing by the Planning Department if any of the required information or materials are missing or improperly presented. To avoid unnecessary delays in processing, please remember to submit the appropriate submittal requirements, i.e., signed application, fees, and all supporting documentation. If you have any questions regarding this application or required materials, please contact the Planning Department at 402-727-2636 between 8:00 am and 4:30 pm, Monday through Friday.

ZONING APPLICATION

APPLICATION TYPE

- Zoning Change (*including conventional and planned unit development requests*)
- Conditional Use Permit

APPLICANT (*all correspondence will be directed to the applicant*)

Name _____ Phone _____
Address _____ Fax _____
City _____ State _____ Zip _____
Email _____

PROPERTY OWNER (*if not the same as applicant above*)

Name _____ Phone _____
Address _____ Fax _____
City _____ State _____ Zip _____
Email _____

ENGINEER, SURVEYOR, OR ARCHITECT (*if not the same as applicant above*)

Name _____ Phone _____
Address _____ Fax _____
City _____ State _____ Zip _____
Email _____

AGENT (*if not the same as applicant above*)

Name _____ Phone _____
Address _____ Fax _____
City _____ State _____ Zip _____
Email _____

(application continued on next page)

ZONING APPLICATION

PROPERTY INFORMATION

Address of Property _____

General Location (*if no address is available*) _____

Brief Legal Description of Property _____

Description of Request _____

An application may be filed only by the owner(s) of the property, or duly authorized officer or agent of the owner(s). By executing this application, he/she does hereby acknowledge the above statements to be true and accurate to the best of their knowledge, and understand that knowing and willful falsification of information will result in rejection of the application and may be subject to criminal prosecution.

I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City.

Signature _____	Print Name _____	Date _____
-----------------	------------------	------------

Office Use Only

Submittal Date _____ Project No. _____

Payment Amount _____ Receipt No. _____

Other Comments _____
