



USE UPON REVIEW APPLICATION

Received _____ Receipt # _____ Meeting Date: _____

The undersigned do hereby apply for use permit or an amendment to the zoning ordinance and understand they are to comply with the application and ordinances of the City of Webb City.

Application and Submission Requirements

- Only the owner(s), or perspective owner under a written contract to purchase the subject property, may file an application for a hearing.
- The application shall be filed in the office of the City Clerk, who shall forward the application to the Planning and Zoning Commission. The application shall contain such information as the Planning and Zoning Commission may prescribe by regulations filed with the City Clerk.
- Such application shall be accompanied by a fee of \$89.00, as described below, plus the actual cost of publication of legal notices for amendments to the zoning ordinance, and certified mailings.
- The application shall be filed with the City Clerk no less than 14 days prior to the next regular meeting- 22 days if public hearing is required-of the Planning and Zoning Commission.
- The applicant, or representative, is required to attend the meetings of the Planning and Zoning Commission when the application is scheduled for discussion. Lack of attendance may result in striking of the application and forfeiture of applicable fees.

Applicant _____ Phone _____ Mailing Address: _____
 Location of property: _____
 Email: _____

Legal Description: (attach copy)

Use upon Review: Fee-\$89/Public Hearing may be required.
 Reason for Application:

Use upon Review (Section 9-9 (B)-May be granted upon the written approval of any (2) of the following officials: Mayor, City Administrator, City Clerk, or Code Enforcement; otherwise, such request shall be forwarded by the clerk to the commission and shall be heard by the commission at next regularly scheduled meeting.

Approved Denied

Chairman of Planning and Zoning

Date