

**PLANNING COMMISSION
City of Augusta, Kansas**

APPLICATION FOR A ZONING CASE

[Please Type or Print Clearly]

Applicant's Name _____
Street Address or Post Office Box Number _____
City _____ State _____ Zip Code _____
Daytime Telephone Number _____

Relationship of applicant to property is that of _____
[Owner - Tenant - Lessee - Buyer - Other]

Agent's Name (if any) _____
Street Address or Post Office Box Number _____
City _____ State _____ Zip Code _____

Current zoning is _____
Proposed zoning is _____
Conditional Use Permit for _____
Variance from the Regulations _____
Appeal decision of the Zoning Administrator _____
For the purpose of _____

Address of the property in question _____
Legal Description:
Lot/s _____ Block _____ Subdivision _____
City Tract _____ CAMA Number _____

Both the Applicant and the Agent must sign the application:

Applicant's Signature Date

Agent's Signature (if any) Date

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Instructions for a Zoning Case

Application Form and Fees

The attached application form must be signed by both the applicant and agent (if any) and returned to the City. An incomplete application will not be accepted. All applications must include a written detailed outline of the zoning case plan. The application must be filed with the Inspection Department at least 25 days prior to the next regular meeting of the Planning Commission.

The fees for Change of District Classification, Conditional Use Permit, Variance and Appeal Decision of the Zoning Administrator are:

\$175 for Agricultural and Residential Districts, and

\$325 for Private Recreational, Assembly, Commercial and Industrial Districts.

\$50 for each additional Conditional Use Permit, Variance and Appeal.

\$50 for withdrawal, deferral or failure to appear.

Withdrawals - Deferrals - Failure to Appear

The Planning Commission requires notification 5 working days prior to your public hearing if you wish to withdraw, defer the case to a later date or you will be unable to attend the public hearing on it's scheduled date and time. Only one deferral and one failure to appear will be granted by the Planning Commission.

Submission of Information

It is the policy of the Planning Commission that nothing shall prohibit submission of information relating to the request. All information submitted to the Planning Commission shall become the property of the Commission and made a part of the case file.

Planning Commission Meetings

The Planning Commission meets on the second and fourth Monday Mornings at 8:00 AM on the third floor court room. State law requires that all property owners within 200 feet in the City and 1,000 feet in the Growth Area, be notified in writing and an official notice be published in the city newspaper 20 days prior to consideration of a zoning request.

Planning Commission Decisions

The Planning Commission makes a recommendation to the Governing Body on all Change of District Classifications. The Planning Commission's makes the final decision on all Conditional Use Permits, Variances and Appeals.

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Protest Petitions

After the public hearing the Planning Commission will forward its recommendation to the Governing Body which will consider the request after a 14 day waiting period. The Governing Body meets on the First and Third Monday Nights at 7:30 PM. The property owners may protest the recommendation of the Planning Commission within the 14 day waiting period.

Conditions, Restrictions and Time Restraints

The Planning Commission may down zone a change of district classification if not used within one year from the date it was approved.

A Conditional Use Permit, Variance or Appeal must be exercised within 180 days. A Conditional Use Permit, Variance or Appeal is considered exercised when the use has been established and/or a building permit has been secured and substantial construction accomplished within the 180 days.

Appeals

The applicant or any interested party shall have 30 days after the Governing Body renders its final decision and/or the Planning Commission's final decision to file an appeal with the District Court of Butler County.