


DEVELOPMENT APPLICATION for the CITY OF SHELLSBURG  <small>THE BEST OF BOTH WORLDS</small>	<input type="checkbox"/>	Preliminary Plat Application
	<input type="checkbox"/>	Final Plat Application
	<input type="checkbox"/>	Rezoning Request
	<input type="checkbox"/>	Conditional Use Request
	<input type="checkbox"/>	Variance Request
	<input type="checkbox"/>	Other

Note to Applicant: This is a multiple use form. Only complete the sections related to your request indicated above

This Section to be Completed by the Applicant

Development Name	Address	
Development Owner	Address	Phone
Engineer	Address	Phone
Attorney	Address	Phone
Applicant (if other than owner)	Address	Phone

Applicant Checklist for Requested Action Indicated Above (attach separate sheets as necessary)

Rezoning Requests:	Fee Paid: \$
<u>Legal description</u>	Accepted by:
<u>Site map</u>	
<u>Statement of why present zoning is no longer valid</u>	Present Zoning:
<u>List of property owners within 200 feet of the rezoning</u>	Proposed Zoning:

Conditional Use Requests:	Fee Paid: \$
<u>Site map</u>	Accepted by:
<u>Statement of why special exception is being requested, including legal description and adjacent neighbors</u>	

Variance Request:	Fee Paid: \$
<u>Site map with required and requested standards</u>	Accepted by:
<u>Statement of why variance is being requested, including legal description and adjacent neighbors</u>	

Other (boundary change, etc.):	Fee Paid: \$
Describe request:	Accepted by:

Parcel Split:	Fee Paid: \$
<u>20 copies of preliminary plat with required information</u>	Accepted by:

Preliminary Plat:	Fee Paid: \$
<u>20 copies of preliminary plat with required information</u>	Accepted by:

Final Plat:	Fee Paid: \$
<u>20 copies of final plat with required information</u>	Accepted by:

Note to Applicant: All fees must be paid prior to consideration by the City

Filing Date (office use only):

Council, or by any board or commission of the City of Shellsburg



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This Section to be Completed by the Applicant

Applicant	Address	Phone
Address of Building Site	Address	Phone
(if different than applicant's address)		

Applicant Checklist for Requested Permit (attach separate sheets as necessary)

One year Building Permit or Three Month Extension Permit	Fee Paid: \$
If extension, explain reason(s) for extension and work to be completed	Accepted by:
Statement describing work to be done (new house, new business, new garage, addition, etc.)	
Statement of compliance with Zoning Code (lot size, setbacks, height, use, etc.)	
Project valuation: Contractor's cost estimate: _____ or Double price of materials: _____	
Site Map and Building Plans (check Architectural and Engineering Matrix for additional required documentation)	

Deck Permit	Fee Paid: \$
Statement of compliance with Zoning Code	Accepted by:
Site Map and Building Plans	
Project valuation: Contractor's cost estimate: _____ or Double price of materials: _____	

Sign Permit	Fee Paid: \$	N/A
Description of sign and statement of purpose	Accepted by:	
Statement of compliance with Zoning Code		

Fence or Retaining Wall Permit	Fee Paid: \$
Description of fence or retaining wall	Accepted by:
Project valuation: Contractor's cost estimate: _____ or Double price of materials: _____	
Site Map	
Statement of compliance with Zoning Code	

Pool Permit	Fee Paid: \$
Description of pool (above ground, in-ground, permanent, etc.)	Accepted by:
Project valuation: Contractor's cost estimate: _____ or Double price of materials: _____	
Site Map	
Statement of compliance with Zoning Code	

New Driveway / Driveway Replacement Permit	Fee Paid: \$
Description of work (addition, new, etc.)	Accepted by:
Project valuation: Contractor's cost estimate: _____ or Double price of materials: _____	
Site Map	
Statement of compliance with Zoning and Subdivision Code	

Any Other Structure Permit	Fee Paid: \$
Description of work and statement of compliance with Zoning Code	Accepted by:
Project valuation: Contractor's cost estimate: _____ or Double price of materials: _____	

Site Map and Building Plans (check Architectural and Engineering Matrix for additional required documentation)

Note to Applicant: All fees must be paid prior to receiving permit

Filing Date (office use only):