



REQUEST FOR CONDITIONAL USE PERMIT

(please print or type)

Applicant's Name _____

Address _____

Phone () _____ - _____ ext. _____

Owner's Name _____

Address _____

Phone () _____ - _____ ext. _____

Agent's Name _____

Address _____

Phone () _____ - _____ ext. _____

Hereby request the Planning Commission and City Council to consider the following Conditional Use:

The Conditional Use Permit is requested for the property legally described as the following:

Current zoning of said property: _____

Description of existing use of said property:

REQUEST FOR CONDITIONAL USE PERMIT

- ☐ Please check here if Conditional Use request is for residential renovation in an older single family residence built prior to the adoption of the zoning regulations. Refer to Springfield Zoning Ordinance - Residential Renovation for further information.

NOTICE: Applications will be processed according to the city's review schedule. Please see the attached Application Checklist for a complete list of required documents. Complete information must be provided by the applicant or no action will be taken.

I hereby certify that all required information and materials are herewith attached and said materials are true and accurate to the best of my knowledge.

Signed _____
Applicant

Date _____, 20____

Application Fees:

Original Application - \$300.00 (under 1 acre); \$500.00 (over 1 acre)

Amendments & Renewals - \$150.00

*fees are nonrefundable

All fees are due and payable to the City Treasurer upon application.