

**APPLICANT/ REPRESENTATIVE INFORMATION**

Name of Applicant _____		
Address of Applicant _____		Phone Number _____
Signature of Applicant _____		
Date _____		
Address of Property _____		
Lot _____	Block _____	Subdivision _____
Phone _____	Email _____	
Name of Property Owner <i>(if not applicant)</i> _____		
Signature of Property Owner <i>(if not applicant)</i> _____		
Date _____		

**ZONING INFORMATION**

Zoning of Property _____	Zoning of all property within 250 ft. _____	Acres _____
Property Location _____		
Describe Variance Being Requested: <i>(Review Section 9.04.042 Board of Adjustment of the Zoning Ordinance)</i> _____ _____		
Describe special conditions or circumstances/ reasons and justification for request: _____ _____ _____		

To be included with application:

- Fee of \$100 *(cash or check)*
- Position of the sign in relation to nearby buildings or structures, including other signs
- The zoning classification of the property on which the sign is to be located, and zoning classification of all property within 250 feet of the sign location
- Location of building, structure or lot to which the sign is to be attached or erected
- Two copies of the signage and site plan shall be required

I understand that that filing the application and paying the fee does not guarantee an affirmative action by the Board of Adjustment and/ or City Council. I further understand that at least four concurring affirmative votes must be cast in order to receive a variance.  
Signature of Applicant \_\_\_\_\_

----- Office Use Only Below This Line -----

Permit Fee: _____	Received by: _____	Date: _____
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