



# APPLICATION FOR ZONING AND LAND DEVELOPMENT

To be completed by Town staff: FILE NO: \_\_\_\_\_  
 Application date: \_\_\_\_\_ Application/Fee Received By: \_\_\_\_\_ Fee paid: \_\_\_\_\_

## TYPE OF APPLICATION (CHECK ALL THAT APPLY)

ZONING	SUBDIVISION	DEVELOPMENT PLAN APPROVAL	
<input type="checkbox"/> Zoning Change	<input type="checkbox"/> Preliminary Plat	<input type="checkbox"/> Site Plan	<input type="checkbox"/> Civil Plans
<input type="checkbox"/> Planned Development	<input type="checkbox"/> Final Plat	<input type="checkbox"/> Landscape Plan	<input type="checkbox"/> Building Elevations
<input type="checkbox"/> Specific Use Designation (SUD)	<input type="checkbox"/> Minor Plat	<input type="checkbox"/> Tree Survey	<input type="checkbox"/> Photometric Plan
<input type="checkbox"/> Variance	<input type="checkbox"/> Replat Plat	Other: _____	
	<input type="checkbox"/> Waiver		

## APPLICANT/PROJECT CONTACT

I hereby certify that the information in this application is true and correct to the best of my knowledge.

Name: (printed) \_\_\_\_\_  
 Company name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Applicant's Signature: \_\_\_\_\_

## PROPERTY OWNER

I hereby certify that the information in this application is true and correct to the best of my knowledge.

Name: (printed) \_\_\_\_\_  
 Company name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Owner's Signature: \_\_\_\_\_

**PROPERTY DESCRIPTION**

Project name: \_\_\_\_\_

Address or location: \_\_\_\_\_ Acreage: \_\_\_\_\_

Legal description: \_\_\_\_\_

Proposed subdivision name (if applicable): \_\_\_\_\_

Existing zoning: \_\_\_\_\_ Existing use(s): \_\_\_\_\_

Proposed zoning (if applicable): \_\_\_\_\_

**REVIEW FEES (SEE FEE SCHEDULE)**

<u>TYPE OF REVIEW</u>	<u>REVIEW FEES</u>
<input type="checkbox"/> Zoning Change	\$ _____
<input type="checkbox"/> Planned Development	\$ _____
<input type="checkbox"/> Specific Use Designation (SUD)	\$ _____
<input type="checkbox"/> Preliminary Plat	\$ _____
<input type="checkbox"/> Final Plat	\$ _____
<input type="checkbox"/> Minor Plat	\$ _____
<input type="checkbox"/> Replat	\$ _____
<input type="checkbox"/> Other Plat	\$ _____
<input type="checkbox"/> Site Plan	\$ _____
<input type="checkbox"/> Landscape Plan	\$ _____
<input type="checkbox"/> Tree Survey	\$ _____
<input type="checkbox"/> Building Elevations	\$ _____
<input type="checkbox"/> Civil Construction Set	\$ _____
<input type="checkbox"/> Traffic Impact Analysis	\$ _____
<input type="checkbox"/> Variance/Waiver	\$ _____
<b>TOTAL</b>	<b>\$ _____</b>

**SUBMITTAL REQUIREMENTS**

ALL APPLICATIONS must include the following:

- A completed application form with original signatures from the owner and applicant (if multiple approvals are requested in a single submittal, one application indicating all plans is sufficient)
- A legal description of the property (metes and bounds if unplatted; lot, block, subdivision name if platted)
- Additional required documents by project type and all applicable checklists
- Application review fee, payable by check to the Town of Sunnyvale

SUBMITTAL DRAWINGS should be prepared as follows:

- 22" x 34" sheet size, collated and folded to 8 1/2" x 11" unless otherwise specified
- Blackline prints
- Final submittals of documents should include an electronic file for each drawing in PDF format

**DESCRIPTION OF REQUEST (ATTACH ADDITIONAL PAGES, IF NECESSARY)**

