



PLANNING AND ZONING COMMISSION (P&Z)
SKETCH PLAN REVIEW APPLICATION

ALL ITEMS ON THIS APPLICATION MUST BE COMPLETED.

Application Fee: \$500.00
Per Fee Schedule

Applicant: _____

Address/City/State/Zip: _____

Email Address: _____

Phone No: _____ Cell Phone No: _____ Fax No: _____

Property Owner: _____

Address/City/State/Zip: _____

Email Address: _____

Phone No: _____ Cell Phone No: _____ Fax No: _____

Architect/Designer for Applicant: _____

Address/City/State/Zip: _____

Email Address: _____

Phone No: _____ Cell Phone No: _____ Fax No: _____

Property Address: _____

Lot Number/Subdivision: _____ Existing Use: _____ Proposed Use: _____

Reason for Administrative Review (attach necessary documents):

Empty rectangular box for administrative review reason.

Checklist:

- Checklist items: Sketch Plan requirements set forth in Section 1109.06, Provide any other information that may be useful to the Planning and Zoning Commission or City Staff in the space below or attach additional pages, Attach 5 copies containing all drawings, text, any other items, and application, 1 digital copy (CD, USB, Email) of the complete application packet, Attach the required fee - \$500.00, Post a public notice sign at least (10) days prior to a public hearing or public meeting, pursuant to ordinance 1107.035. Public notice sign details found here.

(See Over)

