

F. Affiliated Application

An applicant may wish to increase the property considered under this application to include surrounding owner(s). By signing below, an adjoining property owner can state their intent to be party to this application (please attach an additional signature sheet if necessary). A legal description must also be attached for each property owner.

Signature	Print Name	Address
Signature	Print Name	Address

II. Project Information

A. Description of the proposed project, use, exemption, or variance:

B. Subdivision Name: _____

C. Project Location: ____ 1/4 ____ 1/4 Section _____, T_____, R_____

D. General Location: _____

E. Project/Property Address (if applicable): _____

F. Area (acres): _____

G. Future Land Use Designation (Comprehensive Plan): _____

H. Proposed Land Use Designation (if applicable): _____

I. Present Use of the Land: _____

J. If Commercial, Industrial, Office, or Multi-Family Residential:

i. Number and Type of Units/Buildings: _____

ii. Total Building Coverage (building footprint in square feet): _____

iii. Total Open Space (in square feet): _____

iv. Total Building Floor Area (gross square feet): _____

v. Total Number of Parking Spaces Provided: _____ (Covered:_____, Uncovered:_____)

vi. Total Number of Persons Employed or Intended to be Regularly Employed On-Site During Maximum Working Shift: _____

K. Building Height (feet): _____ Building Height (stories): _____

L. If Single-Family Residential:

i. Number of Units/Lots: _____

ii. Minimum Lot Frontage as Measured at Building Setback Line: _____

iii. Minimum Lot Size (square feet): _____

iv. Average Lot Size (square feet): _____

III. **Application Requirements**

Please submit a total of two (2) paper copies and an electronic copy for review. Please submit the following along with this application:

- Legal description of property and Surveyor's Certificate
- List of property owners located within 300 feet of the subject property, including four sets of mailing label copies. This list and address labels must be prepared by a title company. This requirement is only for items with public hearings.
- Site plan and/or other documents that illustrate this request as per the appropriate regulations within the Zoning Ordinance and Subdivision Regulations.
- One-page operating statement that describes the proposed use in detail (for Conditional Use Permits only).
- Application fee per the Falls City Annual Fee Resolution Schedule.

Please note that your application will not be accepted or there may be a delay in processing by the Building Department if any of the required information or materials are missing or are improperly presented. To avoid unnecessary delays in processing, please remember to submit the appropriate materials, i.e., signed application, fees, exhibits and/or site plans, special studies if applicable, etc. If you have any questions regarding this application or required materials, please contact the Zoning Administrator at (402) 245-2851. The Building Department is open between 7:00am and 4:00pm Monday through Friday (closed from 12:00pm-1:00pm).