



Permit Number _____

APPLICATION FOR SPECIFIC USE PERMIT

The undersigned, as owner or authorized agent for the owner(s) of the herein described property hereby makes application for a specific use of the Zoning Ordinance of the City of Boyd, Texas in the name of:

APPLICANT'S NAME: _____

APPLICANT'S MAILING ADDRESS: _____

OWNER'S TELEPHONE NUMBER: _____

LOCATION OF VARIANCE:

LOT _____ BLOCK _____ SUBDIVISION _____

Legal Description: _____

Address of Property (if available): _____

CURRENT ZONING OF PROPERTY: _____

Has a zoning change been requested? Yes No

Building Permit Denied: Yes No

Specific Use Permit Application Fee: \$200.00

Describe Specific Use Request (Explain in full): _____

OWNER'S SIGNATURE _____ DATE: _____

AUTHORIZED AGENT SIGNATURE _____ DATE: _____

SPECIFIC USE PERMIT APPLICATIONS
PROCEDURAL INFORMATION TO APPLICANTS

Applications for specific use permits are to be made directly to the City Secretary. A check or money order in the amount as indicated on the application form must accompany the application.

At least one formal hearing will be held before the Planning and Zoning Commission at the earliest available date after the application is received. Letters are mailed to all property owners within 200 feet whose names appear on the current tax rolls describing the date, time, and place of the PZC hearing.

It is important that all necessary information both for and against the application be presented at the Commission hearing. New information presented at a later date will necessitate a completely new application and hearing.

Following the action of the Planning and Zoning Commission and prior to the scheduling of the application by the City Council, the applicant may withdraw the request. However, the application fee will not be refunded.

Following the recommendation by the PZC, the application and supporting documents (PZC minutes and summary of the application) are transmitted to the City Secretary for scheduling of Council consideration. After scheduling, the City Secretary places a legal advertisement in the official newspaper describing briefly the location of the request, the change requested, and the time the Council will consider such application. A letter will also be sent to the applicant advising the time and place of Council consideration.

At the Council meeting the application will be presented with the Planning and Zoning Commission's recommendation. Should anyone wish to disagree with or appeal the recommendation of the Commission, the Mayor will ask for such appeal. New evidence not presented at the Commission hearing will not be accepted by the Council, since such evidence must be available to the proponents, the opponents, and the Commission.

If there is no disagreement with or appeal from the Commission's recommendation, the Council will consider the Commission's recommendation.

If the recommendation of the Commission is appealed, the appellant will be allowed 15 minutes to present his arguments (but no new facts, plans, or petitions, etc.).

An application recommended for approval or disapproval by the Commission, and in which the Council concurs, requires a majority vote of the Council present.