



FILE NO: _____

To be completed by Town staff:

Application Date: _____ App./Fee Received By: _____ Fee Paid: _____

APPLICATION FOR ZONING AND LAND DEVELOPMENT

TYPE OF APPLICATION (CHECK ALL THAT APPLY)

ZONING	SUBDIVISION	DEVELOPMENT PLAN APPROVAL
☐ Zoning Change	☐ Preliminary Plat	☐ Site Plan
☐ Planned Development	☐ Final Plat	☐ Minor Site Plan Amendment
☐ Special Use Permit (SUP)	☐ Minor Plat	☐ Tree Removal Permit
☐ Variance	☐ Replat	
	☐ Waiver	Other: _____

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)**TYPE OF REVIEW**

- ☐ Zoning Change
- ☐ Planned Development
- ☐ Special Use Permit (SUP)
- ☐ Preliminary Plat
- ☐ Final Plat
- ☐ Minor Plat
- ☐ Replat
- ☐ Site Plan
- ☐ Tree Survey
- ☐ Variance/Waiver

REVIEW FEES

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

TOTAL**\$ _____****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 electronic invoice or check to the Town of Sunnyvale

SUBMITTAL DRAWINGS should be prepared as follows:

- 24" x 36" 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

FILE NO: _____

DESCRIPTION OF REQUEST (ATTACH ADDITIONAL PAGES, IF NECESSARY)