



CITY OF SPRINGFIELD
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING & ZONING DIVISION

GENERAL APPLICATION

FOR PLANNING USE ONLY

Case #: _____
Date/time recv.: _____
Recv. by: _____
Application Fee:
Planning: \$ _____
Ad: \$ _____
Engineering: \$ _____
Total: \$ _____
Review Type: Admin CPB BZA

A. PROJECT

1. Project Name: _____

2. Application Type & Project Description (*attach additional information, if necessary*):

3. Address of Subject Property: _____

4. Parcel ID Number(s): _____

5. Full legal description attached? yes no

6. Size of subject property: _____

7. Existing Use of Property: _____

8. Existing Zoning of Property: _____

B. APPLICANT

1. Applicant's Status (*attach proof of ownership or agent authorization*) Owner

Agent (*agent authorization required*) Tenant (*agent authorization required*)

2. Name of Applicant(s) or Contact Person(s): _____

Title: _____

Company (if applicable): _____

Mailing address:

City: _____ State: _____ ZIP: _____

Telephone: () _____ FAX: () _____

Email _____

3. If the applicant is agent for the property owner:

Name of Owner (title holder): _____

Mailing Address: _____

City: _____ State: _____ ZIP: _____

C. Additional Information

1. Is there any additional contract for sale of, or options to purchase, the subject property? Yes No

If "yes," list names of all parties involved:

Is the contract/option contingent or absolute? Contingent Absolute

**I/WE CERTIFY AND ACKNOWLEDGE THAT THE INFORMATION CONTAINED
HEREIN IS TRUE AND CORRECT TO
THE BEST OF MY/OUR KNOWLEDGE.**

Signature of Applicant Signature of Co-applicant

Typed or printed name and title of applicant Typed or printed name of co-applicant

State of _____ County of _____

The foregoing application is acknowledged before me this _____ day of
_____, 20__, by _____

_____, who is/are personally known to me, or who has/have

produced _____ as identification.

NOTARY SEAL _____

Signature of Notary Public, State of _____