



TOWN OF PALISADE COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING CLEARANCE: PUBLIC HEARING

PERMIT ADDRESS/PARCEL NO. _____ DATE: _____

OWNER INFORMATION:	APPLICANT/ CONTRACTOR INFORMATION:
<input type="checkbox"/> Check box if owner/applicant are the same	
Name:	Name:
Address:	Address:
Phone Number:	Phone Number:
Email:	Email:

APPLICATION:	FEES:*
<input type="checkbox"/> Rezoning	\$250.00
<input type="checkbox"/> Conditional Use Permit	\$300.00
<input type="checkbox"/> Variance	\$250.00
<input type="checkbox"/> Text Amendment (Land Development Code)	\$250.00
<input type="checkbox"/> Short Term Vacation Rental (STVR)	\$50.00
<input type="checkbox"/> Public Right-of-Way/Easement Vacation	\$150.00
<input type="checkbox"/> Design Variance	\$75.00
<input type="checkbox"/> Administrative Appeal	\$250.00
<input type="checkbox"/> Annexation	\$150.00 (+\$600.00 Escrow)
<input type="checkbox"/> Performance Action	\$250.00

**Listed fees do not include any additional charges for legal/engineering review, mailings, or recording costs.*

ADDITIONAL FEES:	
Business License (if applicable, \$10/day, \$50/calendar year)	
Sewer Fees (Number needed _____, tap size _____)	
Water Fees (Number needed _____, tap size _____)	
School Land Dedication Fee	
Transportation Impact Fee	
Fee in Lieu of Open Space Requirement	

TOTAL FEES DUE:

REQUIRED DOCUMENTS

Rezoning:

- Site Map (*current and future zoning*)
- Letter of Intent (*include basis of request and approval criteria*)

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- ROW Construction Permit (*if applicable*)

Short Term Vacation Rental:

- Site Plan (*show parking, rooms, layouts, ingress/egress, etc.*)
- Letter of Intent (*include basis of request and approval criteria*)
- Property Management Plan

Conditional Use Permit/ Variance/ Design Variance/ Annexation:

- Site Plan (*detailed site plan showing proposed project, setbacks, heights, etc.*)
- Letter of Intent (*include basis of request and approval criteria*)
- Plan View/ Elevation Drawings

ROW/ Public Easement Vacation:

- Site Plan (*detailed site plan showing proposed project, setbacks, heights, etc.*)

Text Amendment/ Administrative Appeal/ Performance Action:

- Letter of Intent (*include basis of request and approval criteria*)

ACKNOWLEDGMENT

I hereby acknowledge that I have read this application and the information is correct; I agree to comply with any and all codes, ordinances, laws, regulations, or restrictions which apply to the project. I understand that failure to comply may result in legal action, which may include, but is not limited to, non-use of the building(s). I acknowledge the accuracy of any plot plan provided and further acknowledge that the burden for the accurate placement of any structure is the applicant(s) sole responsibility.

Applicant Signature: _____

Date: _____

Owner Signature: _____

Date: _____

Useful information for your project can be found within the Town of Palisade Land Development Code. The online version is available at:

<http://townofpalisade.org/departments/community-development/land-development-code>

STAFF NOTES: