



Application for Administrative Approval

Date Stamp

City Planning & Development Department
City Hall, 414 E. 12th Street, 15th floor; Kansas City, MO 64106-2795
Phone (816) 513-2846 | Facsimile (816) 513-2838 | www.kcmo.org/planning

For Office Use:	Case Number: _____
KIVA Number: <u>BADM</u>	Receipt Number: _____ Filing Fee \$ _____

1. Request

- | | |
|---|--|
| <input type="checkbox"/> Administrative Adjustment (88.570) | <input type="checkbox"/> Final Plan (UR 88.260/MPD 88.520) |
| <input type="checkbox"/> Minor Site Plan Review (88.530) | <input type="checkbox"/> Minor Modification (Amendment) (88.530) |
| <input type="checkbox"/> Temporary Use (88.370) | <input type="checkbox"/> Other _____ |

2. Contact Information

Applicant _____ Company _____
 Address _____ City & State _____ Zip _____
 Telephone (____) _____ Fax (____) _____ Email _____

Property Owner(s) (if different from applicant) _____
 Address _____ City & State _____ Zip _____
 Telephone (____) _____ Fax (____) _____ Email _____

Contact for project information _____ Company _____
 Address _____ City & State _____ Zip _____
 Telephone (____) _____ Fax (____) _____ Email _____

→ All correspondence should be sent to (check ONE): Applicant Property Owner Contact

3. Project Location/Address

4. Summarize your request, including any specific revisions to an approved plan

5. Filing Fee

- Administrative Adjustment \$250
- Final Plan \$250
- Minor Site Plan
 - Residential \$225 plus \$4 per dwelling unit, not to exceed \$625
 - Nonresidential \$225 plus \$90 per acre or fraction thereof, not to exceed \$625
- Minor Plan Amendment
 - Residential \$225 plus \$4 per dwelling unit, not to exceed \$625
 - Nonresidential \$225 plus \$90 per acre or fraction thereof, not to exceed \$625
- Temporary Use \$250
- Other \$250

6. A Preapplication Consultation prior to filing an application for administrative approval is encouraged but not required. Please indicate whether you have met with a planner.

- The applicant has discussed this application with a staff planner in the Development Management Division of the City Planning and Development Department, as follows.

Planner _____ Date _____

7. Applicant's Declaration

To ascertain that this submittal is complete, please check:

- Completed Application
- Owner's Consent Form (Attachment)
- 3 Copies of Plans (Collated, stapled and folded), including legal description
- Application Fee payable to City Treasurer KCMO
- The submitted plan contains all of the information required by the Zoning & Development Code for the particular request.
- The undersigned is the owner or authorized agent of the owner or the officers of a corporation or partnership.

Signature _____

Printed Name _____ Date _____