

County of Martin
PLANNING ADMINISTRATION FORM
for consideration of PLANNING REQUEST

August 2018

Property Parcel Number: _____

Application No. _____
Date of Application _____
To Zoning Administrator _____
\$300.00 Application Fee Paid _____
\$46.00 Recording Fee Paid _____

NO REFUNDS!

Location of Property _____
(township or unincorporated village)

Legal Description of Property _____

Parcel # _____

Owner _____
(Name) (Address) (Telephone)

Applicant _____
(Name) (Address) (Telephone)

Contractor _____
(Name) (Address) (Telephone)

Type of Request: _____ Rezoning _____ Conditional Use Permit _____ Preliminary Plat
_____ Final Plat _____ Subdivision Approval _____ Other

Description of Request: _____

Reason for Request: _____

Note: Sketch of property and location of structure (including drainage fields) MUST accompany applications. Also include any other information as deems necessary to base decision.

Please draw an attach sketch of proposal showing the following:

1. Indicate North
2. Location of Lot
3. Adjacent street names
4. Dimensions of proposed structure
5. Dimensions of site
6. Proposed setbacks
7. Location and setbacks of adjacent existing buildings.
8. Distances between any proposed structures on adjacent property.
9. Other information that may be helpful in making decisions.

***A representative must be present at the Planning Commission meeting in order for action.**

Applicant Signature _____

Owner Signature _____

Date _____

Date _____

Following to be filled in by Public Officials.

Recommendation of Public Officials.

CHRONOLOGY	DATE	BY
Received by Secretary of Planning Commission		
Published Notice		
On Planning Commission Agenda		
Public Hearing		
Planning Commission Postponement		
Planning Commission Action		
On County Board Agenda		
County Board Postponement		
County Board Action		
Contractor Notified by County Coordinator		
Applicant Notified by County Coordinator		

Application filed:

Martin County Planning Commission Action

On this _____ day of _____, 20____, the action requested in the foregoing petition was recommended for **(approval)** **(disapproval)** to the Martin County Board of Commissioner with the following conditions:

Secretary, Martin County Planning Commission

Martin County Board of Commissioner's Action

(Approved) **(Denied)** by the Martin County Board of Commissioners this _____ day of _____, 20____, with the following conditions:

