

RETURN TO
Director of Community Development
City Hall Annex - 903 Main Street
Blue Springs, Missouri 64015
816-228-0207 (FAX 816-228-0225)
comdevlegal@bluespringsgov.com
www.bluespringsgov.com

OFFICE USE ONLY – Updated Feb. 13, 2020
Filing Fee: \$484.00 Non-Refundable
Date Pd. _____ Ck # _____
Case No.: **AA-** _____
Meeting Date: _____
Acct.No.: 100.00000.430100.000
Planner: _____



**APPEAL OF ADMINISTRATIVE DECISION
Board of Adjustment**

PRINT AND SUBMIT ONCE FILLED OUT – DO NOT E-MAIL TO STAFF

***NOTE TIME OF FILING APPEAL:** Any Appeals of Administrative Decisions shall be filed within ten (10) days of the date of the decision.

NAME OF PROJECT: _____

APPLICANT: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

PHONE: _____ **FAX:** _____ **E-MAIL:** _____

PROPERTY OWNER: _____

(Attach Proof of Ownership)

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

PHONE: _____ **FAX:** _____ **E-MAIL:** _____

LOCATION OF PROPERTY: _____

DATE OF ADMINISTRATIVE DECISIONS: _____

PARCEL NO. _____ **SEC.TWP.RNG.** _____

Section of Unified Development Code Being Appealed: _____

Explanation of Decision and Basis of Appeal (Attached on a Separate Sheet): _____

Present Use of Property: _____

Proposed Use of Property: _____

I/We agree to post one or more Public Hearing signs, provided by the City on said property. I/We acknowledge that the City will send notification to property owners within 185 ft. of said property. The City will also legally publish notice of the hearing the cost of which I/We are responsible for reimbursing.

With the signing and submittal of this application, the property owner authorizes the City of Blue Springs to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by the City Council, City boards & commissions, and City departments.

SIGNATURE: _____ DATE: _____

TITLE: _____

ATTACHMENTS REQUIRED: Proof of ownership , 3 large scale set of plans , 8 1/2 X 11 set of plans , Survey or site plan (showing existing structures on site if applicable) .

APPLICANT NOTICE:

Effective January 1, 2008, all applications requiring public notices will be charged for the cost of required notice(s) published in the newspaper of record. The Finance department will mail you the bill.

Applications Affected:

Annexation

De-Annexation

Rezoning

PUD Concept Plan

PRO Concept Plan

UDC Text Amendment

Conditional Use Permit

Variance

Vacation

Appeal of Administrative Decision

Redevelopment Modification Plan