



**City of Bloomington
Planning and Transportation Department**



- PLAN COMMISSION
- PLAT COMMITTEE
- BOARD OF ZONING APPEALS
- HEARING OFFICER
- COMMON COUNCIL
- STAFF LEVEL

CASE# _____
 FILING DATE _____
 FILING FEE \$ _____
 HEARING DATE(s) ___/___/___
 ___/___/___
 HT ACCT# _____
 PLANNER: _____

ADDRESS OF PROPERTY _____

Applicant's Name _____	Phone _____
Address _____	Email _____
Owner's Name _____	Phone _____
Address _____	Email _____
Counsel or Consultant _____	Phone _____
Address _____	Email _____

STAFF USE ONLY – TO BE COMPLETED BY STAFF

Plan Commission/Plat Committee

- Change of Zone
- Site Plan Review
- Planned Unit Development (Preliminary Plan)
- Planned Unit Development (Final Plan)
- Preliminary Plat Review
- Final Plat Review

BZA/Hearing Officer

- Appeal from Administrative Decision
- Conditional Use
- Variance
- Use Variance

Common Council

- Right-of-Way Vacation

Description of Request: _____

This application must be accompanied by all required submittals and plan elements, as indicated for the requested approval. Submittal of plans for review by City of Bloomington Utilities is required at or prior to time of application. Present CBU verification of receipt of plans at time of filing. Applicants are required to meet with a planner to review their request prior to filing an application. No applications will be accepted without prior Staff consultation. Staff reserves the right to schedule hearing dates for petitions subject to complete submittals and previously filed cases. Notices to adjacent property owners should not be mailed until hearing dates have been confirmed.

I (we) agree that the applicant will notify all adjacent property owners at the applicant's expense.
 I (we) further agree that the Planning and Transportation Department will cause a legal notice of this application to be published in a paper having general circulation in Bloomington at the applicant's expense.
 I (we) certify that all foregoing information is correct and that I (we) are the owners (legal agents for owners) of property subject to this application and authorize Staff to inspect the site as needed.
 If applicant is other than recorded owner, an affidavit designating authority to act on owner's behalf, must accompany this application.

Applicant Signature: _____ Date: _____ Staff Initial: _____