



# City of Bloomington Planning 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 \_\_\_\_\_  
 Contact for payment for legal ad: \_\_\_\_\_  
 Parcel Number(s): \_\_\_\_\_

## **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)
- ☐ Primary Plat Review
- ☐ Secondary Plat Review

### BZA/Hearing Officer

- ☐ Appeal from Administrative Decision
- ☐ Conditional 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 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: \_\_\_\_\_

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**City Hall**

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