

Application to Planning and Zoning Commission  
City of Sikeston, Missouri

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**Attachments needed:**

- Letter of Request to P&Z Commission detailing request for annexation, zoning, subdivision or conditional use
- 1 large scale plat and 1 small scale plat with engineer's or architect's seal (seal not required for rezoning or conditional use request) sketch plan shall detail proposed layout of streets, lots and other features in relation to existing area along with other data describing proposed development
- Legal Description must be provided in a Word Document on a flash drive

Application fees, legal notice fees and mailing fees are the responsibility of the applicant and are billed separately. Fees are due prior to the meeting date.

All requests, including application, letter of request and plats, are to be received at least 25 days prior to the meeting date. The regular meeting date is the second (2<sup>nd</sup>) Tuesday of each month.

*To be completed by the applicant*

Applicant Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

I/We apply to the Planning and Zoning Commission for the following manner:

<p><b>For Annexation:</b></p> <ol style="list-style-type: none"><li>1. Address of Property: _____</li> <li>2. Legal Description of Property: _____</li> <li>3. Property Owner: _____</li></ol>
<p><b>For a Zoning Request:</b></p> <ol style="list-style-type: none"><li>1. Address of property, if available: _____</li><li>2. Legal description of property: _____</li> <li>3. Property owner: _____</li><li>4. Current zoning: _____</li><li>5. Type of zoning requested: _____</li></ol>
<p><b>For a Subdivision Request:</b></p> <ol style="list-style-type: none"><li>1. Address of property, if available: _____</li><li>2. Legal description of property: _____</li> <li>3. Property Owner: _____</li><li>4. Current number of lots: _____</li><li>5. Proposed number of lots: _____</li></ol>
<p><b>For a Conditional Use Variance:</b></p> <ol style="list-style-type: none"><li>1. Address of Property: _____</li><li>2. Legal Description of Property: _____</li> <li>3. Property Owner: _____</li> <li>4. Why is a conditional use being sought and what purpose is the conditional use to serve? _____</li></ol>

\_\_\_\_\_  
Applicant Name (Please print)

\_\_\_\_\_  
Applicant's Signature