DATE SUBMITTED: _____   **CASE NUMBER:** _____

*NOTE: AN APPLICATION SHALL NOT BE DEEMED OFFICIALLY FILED UNTIL ALL REQUIRED PLANS, PLATS, FEES AND SUPPORTING DOCUMENTATION ARE SUBMITTED.

1. TYPE OF REQUEST

☐ REZONING: FROM _____ TO _____   ☐ PROFFER AMENDMENT _____

(REZONING CASE #)

☐ SPECIAL EXCEPTION: _____   ☐ SITE PLAN: _____ MAJOR _____ MINOR

(ORDINANCE SECTION)

☐ VARIANCE: _____   ☐ ADMINISTRATIVE APPEAL _____

☐ COMP. PLAN AMENDMENT _____   ☐ OTHER _____

☐ SUBDIVISION (MAJOR)
_____PRELIMINARY   _____FINAL   _____CONCEPT

☐ SUBDIVISION (OTHER)
_____MINOR   _____BLA/VACATION   _____FAMILY

2. PROPERTY INFORMATION

TAX MAP NUMBER _____   CURRENT ZONING _____

ACREAGE OF REQUEST _____   TOTAL ACREAGE _____

PHYSICAL ADDRESS/LOCATION _____

VOTING DISTRICT _____

UTILITIES: _____PUBLIC   _____PRIVATE   _____EXISTING   _____NEW

3. APPLICANT / OWNER INFORMATION

OWNER OF RECORD:

NAME

MAILING ADDRESS

MAILING ADDRESS

PHONE NUMBER   E-MAIL

APPLICANT:

NAME

MAILING ADDRESS

MAILING ADDRESS

PHONE NUMBER   E-MAIL

AGENT/DEVELOPER/ENGINEER:

NAME

MAILING ADDRESS

MAILING ADDRESS

PHONE NUMBER   E-MAIL

MAIN POINT OF CONTACT:

NAME

MAILING ADDRESS

MAILING ADDRESS

PHONE NUMBER   E-MAIL

4. I/WE READ THIS COMPLETED APPLICATION, UNDERSTAND ITS INTENT AND FREELY CONSENT TO ITS FILING. THE INFORMATION PROVIDED IS ACCURATE TO THE BEST OF MY/OUR KNOWLEDGE. I UNDERSTAND THAT THE TOWN MAY APPROVE, CONDITIONALLY APPROVE, OR DENY THE REQUEST FOR WHICH I AM APPLYING. FURTHERMORE, I GRANT PERMISSION TO THE TOWN OF PORT ROYAL AND OTHER AUTHORIZED GOVERNMENT AGENTS TO ENTER THE PROPERTY AND MAKE SUCH INVESTIGATIONS AS THEY DEEM NECESSARY TO EVALUATE THE REQUEST.

OR

_____   _____
OWNER SIGNATURE   AGENT/APPLICANT SIGNATURE

_____   _____
OWNER'S NAME   AGENT/APPLICANT NAME

_____   _____
DATE   DATE

5. FEE SCHEDULE

REZONING _____ + (_____ X _____) = _____
                   BASE FEE   ACREAGE $/ACRE   TOTAL

PROFFER AMENDMENT _____ + (_____ X _____) = _____
                            BASE FEE   NO. OF REQUESTS $/REQUEST   TOTAL

SPECIAL EXCEPTION _____ + (_____ X _____) = _____
                           BASE FEE   ACREAGE $/ACRE   TOTAL

SITE PLAN: MAJOR _____ + (_____ X _____) = _____
                          BASE FEE   ACREAGE $/ACRE   TOTAL

SITE PLAN: MINOR _____ X _____   = _____
                          BASE FEE   NUMBER OF REQUESTS   TOTAL

COMP PLAN AMENDMENT _____ X _____   = _____
                                 BASE FEE   NUMBER OF REQUESTS   TOTAL

VARIANCE/ADM. APPEAL _____ X _____   = _____
                                 BASE FEE   NUMBER OF REQUESTS   TOTAL

SUBDIVISION: MINOR $250 - **MINOR** $200 - **BLA** $100 - **VACATION** = _____
TYPE: _____ $200 + $50 PER NEW LOT - **FAMILY**   TOTAL

SUBDIVISION: MAJOR _____ + (_____ X _____) = _____
                            BASE FEE   NUMBER OF LOTS $/LOT   TOTAL

CONCEPT PLAN _____ X _____   = _____
                      BASE FEE   NUMBER OF REQUESTS   TOTAL

OTHER _____ X _____   = _____
                                                              TOTAL

☐CHECK #_____   ☐CASH   ☐CHARGE   RECEIPT #_____

REVIEW BY / COMMENTS: _____

_____

_____