



VARIANCE APPLICATION
Clay County Planning & Zoning

Fees: (Non-Refundable) Filing Fee \$ 275.00 Legal Notice \$ 130.00 Special Deposit \$ _____ Adjoiners: Cert. rate* _____ X # of Adj. _____ = \$ _____ *Prevailing Cert. Postage Rate <div style="text-align: right;">TOTAL: \$ _____</div>	Contact: _____ Address: _____ Telephone: H) _____ B) _____ C) _____ FAX: _____ E-Mail: _____
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NOTE: The Fee Total must accompany this application, by check or money order payable to the "Clay County Treasurer"

Description of Variance(s) Requested: _____
 Section No./Type: _____
 Section No./Type: _____

ITEMS REQUIRED WITH APPLICATION

1. Adjoinder list completed by a Title Company or Surveyor in both paper & electronic form.
2. Legal Description of property must be provided in both paper & electronic form.
3. A copy of a site plan illustrating the location of buildings, roads, property boundaries and other property elements pertaining to the variance. Other items may be required by the Planning and Zoning Director.
4. **ONLY IF APPLICANT IS DIFFERENT FROM OWNER;** Fill out and attach the Owner's Authorization Form. If Owner is a Corporation, applicant or person signing Owner's Authorization must be an officer of corporation and must attach certification of corporate office held, to this application.

Applicant's Name: _____
 Applicant's Address: _____
 Applicant's Telephone: H) _____ B) _____
 C) _____ F) _____

Property Owner's Name: _____
 Property Owner's Address: _____
 Property Owner's Telephone: H) _____ B) _____
 C) _____ F) _____

Surveyor's/Land Planner's Name: _____
 Surveyor's/Land Planner's Address: _____
 Surveyor's/Land Planner's Telephone: H) _____ B) _____
 C) _____ F) _____

All required items *must* be submitted with this application, or the application may be rejected.

I hereby affirm that the above statements and representations are true and correct.

Applicant's Signature: _____ Date: _____

OFFICE USE ONLY:	Sec: _____ Twn: _____ Rge: _____ Parcel #: _____
Legal: _____ Adjoinder: _____ Health: _____	Water: _____ Hwy: _____ MoDOT: _____ OwnAuth: _____
Fire: _____ School: _____ City: _____	Other: _____