

**APPLICATION FOR A SPECIAL BUSINESS MEETING/PUBLIC HEARING  
BOONE COUNTY PLANNING COMMISSION and BOARD OF ADJUSTMENT**

An application consists of all fees paid in full, submitted drawings (if required), and a completed application form.

An application for a Special Business Meeting/Public Hearing is not guaranteed. If the Special Business Meeting/Public Hearing cannot be arranged, the application fee will be refunded to the applicant.

**SECTION A:** (To be completed by applicant)

1. Name of Project: \_\_\_\_\_

2. Location of Project: \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code

3. Applicant: \_\_\_\_\_

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

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

4. What Board are you requesting a Special Business Meeting or Public Hearing (check one):

Boone County Planning Commission

Board of Adjustment (Name: \_\_\_\_\_ )

5. Reason For Request:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. What type of application is being considered for action:

\_\_\_\_\_

7. Has the application been previously submitted:

Yes

No

**Applicant's Signature:** \_\_\_\_\_

**SECTION B:** (To be completed by Planning Commission staff)

1. Date Received: \_\_\_\_\_ Fee Received: \_\_\_\_\_ Receipt #: \_\_\_\_\_

2. Is application complete:  Yes  No

3. Date of scheduled Special Business Meeting or Public Hearing: \_\_\_\_\_

4. Scheduled Board Action Date: \_\_\_\_\_

5. Action taken at Special Business Meeting or Public Hearing:

\_\_\_\_\_ Approved

\_\_\_\_\_ Approved with Conditions (see #6)

\_\_\_\_\_ Denial (See #7)

6. Conditions of Approval: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Reasons for Denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

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