

**RETURN TO**  
Director of Community Development  
903 W Main Street  
Blue Springs, Missouri 64015  
816-228-0207 (FAX 816-228-0225)  
comdevlegal@bluespringsgov.com

FOR OFFICE USE ONLY  
Filing Fee: \$484.00 Non-Refundable  
Date Pd. \_\_\_\_\_ Ck # \_\_\_\_\_  
Case No.: **AA-** \_\_\_\_\_  
Meeting Date: \_\_\_\_\_  
Rev. \_\_\_\_\_  
Acct.No.: 100.00000.430100.000  
Planner: \_\_\_\_\_



**APPEAL OF ADMINISTRATIVE DECISION  
Board of Adjustment**

**PRINT AND SUBMIT ONCE FILLED OUT – DO NOT E-MAIL TO STAFF**

**\*NOTE TIME OF FILING APPEAL:** Any Appeals of Administrative Decisions shall be filed within ten (10) days of the date of the decision.

**NAME OF PROJECT:** \_\_\_\_\_

**APPLICANT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**PROPERTY OWNER:** \_\_\_\_\_

(Attach Proof of Ownership)

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**LOCATION OF PROPERTY:** \_\_\_\_\_

**DATE OF ADMINISTRATIVE DECISIONS:** \_\_\_\_\_

**PARCEL NO.** \_\_\_\_\_ **SEC.TWP.RNG.** \_\_\_\_\_

Section of Unified Development Code Being Appealed: \_\_\_\_\_

Explanation of Decision and Basis of Appeal (Attached on a Separate Sheet): \_\_\_\_\_

Present Use of Property: \_\_\_\_\_

Proposed Use of Property: \_\_\_\_\_

I/We agree to post one or more Public Hearing signs, provided by the City on said property. I/We acknowledge that the City will send notification to property owners within 185 ft. of said property. The City will also legally publish notice of the hearing the cost of which I/We are responsible for reimbursing.

With the signing and submittal of this application, the property owner authorizes the City of Blue Springs to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by the City Council, City boards & commissions, and City departments.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

TITLE: \_\_\_\_\_

**ATTACHMENTS REQUIRED:** Proof of ownership , 3 large scale set of plans , 8 1/2 X 11 set of plans , Survey or site plan (showing existing structures on site if applicable) .

## APPLICANT NOTICE:

**Effective January 1, 2008, all applications requiring public notices will be charged for the cost of required notice(s) published in the newspaper of record. The Finance department will mail you the bill.**

### Applications Affected:

*Annexation*

*De-Annexation*

*Rezoning*

*PUD Concept Plan*

*PRO Concept Plan*

*UDC Text Amendment*

*Conditional Use Permit*

*Variance*

*Vacation*

*Appeal of Administrative Decision*

*Redevelopment Modification Plan*