

# Zoning Application

## Development Services

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All initial submittals for a plat, plan, or rezoning application must be submitted in-person by the applicant or their designated representative.

<b>Type of Application:</b> <i>(check the appropriate box)</i>
<input type="checkbox"/> Rezoning / Initial Zoning <i>(Non-Planned Development Zoning)</i>
<input type="checkbox"/> Rezoning / Initial Zoning <i>(Planned Development Zoning)</i>
<input type="checkbox"/> Specific Use Permit
<b>General Description of Request:</b> <i>(complete the following)</i>
Existing Zoning:
Proposed Zoning: <i>(Per "Items Required with Submittal" below, provide separate letter of explanation and justification for application)</i>
<b>Subject Property Information:</b> <i>(complete the following)</i>
General Location: <i>(street address if known; if not known, provide name of street fronting property and name and distance to nearest cross street)</i>
Area of Property: <i>(gross acreage to nearest one-tenth of an acre)</i>
<b>Items Required with Submittal:</b> <i>(check the appropriate boxes to indicate items submitted with application)</i>
<input type="checkbox"/> Zoning Application <i>(1 completed original - signed and notarized)</i>
<input type="checkbox"/> Application Fee <i>(see fee schedule)</i>
<input type="checkbox"/> Legal Description <i>(1 copy - subdivision name, lot, and block if platted; metes and bounds description if not platted)</i>
<input type="checkbox"/> Explanation Letter <i>(1 original – description and justification for application)</i>
<input type="checkbox"/> Proposed Development Amendments <i>(1 copy – required for planned development applications only)</i>
<input type="checkbox"/> Concept Plan <i>(required for planned development applications only; submit with separate application)</i>
<input type="checkbox"/> Other Supporting Documents or Materials <i>(optional)</i>

<b>Property Owner and Authorization</b> <i>(sign and notarize)</i>	
Name: <i>(printed)</i>	
Company Name:	
Mailing Address:	
Physical Address: <i>(if different than mailing address)</i>	
City, State, Zip Code:	
Telephone:	Email Address:
<p><b>Check one of the following and complete:</b></p> <p><input type="checkbox"/> I will represent the project myself; OR</p> <p><input type="checkbox"/> I hereby designate _____ <i>(printed name of project representative)</i> to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues relative to this request.</p> <p><b>I hereby certify that I am the record owner of the property referenced in this application and further certify that the information provided on this application is true and correct.</b></p> <p>Property Owner's Signature: _____ Date: _____</p> <p>State of Texas County of: _____</p> <p>BEFORE ME, a Notary Public, on this day personally appeared _____ <i>(printed property owner's name)</i> the above signed, who, under oath, state the following: "I hereby certify that I am the record owner of the property owner referenced in this application and further certify that all information submitted herein is true and correct."</p> <p>SUBSCRIBED AND SWORN TO before me, this the _____ day of _____, 20____.</p> <p style="text-align: right; margin-right: 100px;">_____ Notary Public in and for the State of Texas</p>	
<b>Project Representative</b> <i>(if owner designates agent, check appropriate box and complete)</i>	
<input type="checkbox"/> Purchaser <input type="checkbox"/> Tenant <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Surveyor	
<input type="checkbox"/> Other: <i>(specify)</i>	
Name: <i>(printed)</i>	
Company Name:	
Mailing Address:	
Physical Address: <i>(if different than mailing address)</i>	
City, State, Zip Code:	
Telephone:	Email Address: