



# City of Riverside, MO Board of Zoning Adjustment Application

## **Applicant Information**

Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

## **Application Information**

Type of Application (select one): Variance \_\_\_\_\_ Appeal \_\_\_\_\_

### **Submittal Requirements:**

1. Written description of request including a reference to the section of the Unified Development Ordinance relating to the application and justification of the proposed variance or appeal
2. Legal description of the subject property
3. Map depicting general location of the property
4. Proof of ownership or control of the property (deed, contract, lease) or permission from property owner
5. Copies of tax certificates showing taxes are paid in full
6. List of property owners, including mailing addresses, within 185 feet of the subject property
7. Development/ Site Plan (5 copies) including landscaping plans and building elevations as may be deemed necessary by City staff

*[Note: Applications must be completed in their entirety and all submittal requirements submitted at the time the application is submitted. Additional submittals may be requested as provided for in the Riverside City Code.]*

**The applicant hereby agrees that all required information is provided with this application:**

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

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Property Owner's Signature**

\_\_\_\_\_  
**Date**