



City of Willard

Zoning Case No. \_\_\_\_\_  
Application Date \_\_\_\_\_  
Application Fee \$100.00

**APPLICATION  
TEXT AMENDMENT TO  
LAND DEVELOPMENT REGULATIONS**

We, the undersigned, owners of land, or having an interest in property within the City of Willard, Missouri, request that the Board of Aldermen approve an amendment to the text of the *Willard Land Development Regulations* as described herein. We attest to the truth and correctness of all facts and information presented with this application and agree to pay all advertising costs for the public hearings as required by the Willard Land Development Regulations. The City of Willard is authorized to prepare and publish all required legal advertising, the cost of which is to be billed to the name listed below for payment.

*Land Development Regulations* section number(s) requested to be amended: \_\_\_\_\_

On a separate sheet(s), answer the following questions:

1. Wording of proposed text amendment.
2. Explain the reasons that you are requesting the proposed text amendment.
3. Identify property that you own, control or occupy in the City of Willard that would benefit from the proposed amendment. Provide the street address, or provide the legal description if the property does not have a street address.
4. Explain the extent to which other properties in the City of Willard that are subject to the regulations may be affected by the proposed text amendment.

Applicant's Name \_\_\_\_\_

If corporation, Corporate Official and Seal: \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

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

**BILL LEGAL ADVERTISING TO:**

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

## APPLICATION CHECKLIST

### TEXT AMENDMENT TO LAND DEVELOPMENT REGULATIONS City of Willard, Missouri

This checklist is provided to help you make sure that you submit everything that is required for an application for amendment to the text of the *Willard Land Development Regulations*. The application must be complete or this case will not be processed. The application must be submitted no later than 4:00 p.m. to the Willard City Hall, 30 working days prior to the Planning and Zoning Commission public hearing at which the request for text amendment will be heard. Contact the City Clerk at the telephone number below for filing deadlines and meeting dates.

<b>APPLICATION FORM:</b>	
	List the applicant's name, address, and telephone number. If a corporation, list the corporate official and include the corporate seal.
	Listed the section number(s) of the <i>Land Development Regulations</i> proposed to be amended.
	Answer the following four questions on a separate sheet(s):
	<ol style="list-style-type: none"> <li>1. Wording of proposed text amendment.</li> <li>2. Explain the reasons that you are requesting the proposed text amendment.</li> <li>3. Identify property that you own, control or occupy in the City of Willard that would benefit from the proposed amendment. Provide the street address, or provide the legal description if the property does not have a street address.</li> <li>4. Explain the extent to which other properties in the City of Willard that are subject to the regulations may be affected by the proposed text amendment.</li> </ol>
	List the name and address for billing the legal advertising for public hearings.
	Applicant must sign the application.
<b>APPLICATION FEE:</b>	
	Include the \$100.00 application fee with the application.
<p><b>Note: The Planning and Zoning Commission <u>shall not</u> forward its recommendation to the Board of Aldermen when the applicant does not appear at the public hearing to provide evidence regarding the request for a text amendment. Also note that final action on any case shall not be taken until the applicant has reimbursed the City of Willard for the costs of legal advertising.</b></p>	

#### Submit Applications To:

Willard City Hall  
224 W. Jackson, PO Box 187  
Willard, MO 65781  
(417) 742-3033

For mail delivery, use the post office box address  
For hand delivery or parcel delivery, use the street address