



# FLEXIBLE USE APPLICATION

City of Tupelo | Department of Development Services

Mail: P O Box 1485, Tupelo, MS 38802-1485

Phone: (662) 841-6510 Fax: (662) 841-6550

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MUNIS \_\_\_\_\_

Received By: \_\_\_\_\_

Date Received: \_\_\_\_\_

*(for office use only)*

## Permit Fee: \$250 (Non-refundable)

A Pre-Application conference is required with a member of the Planning Division prior to application submittal. The application must be submitted no later than three (3) weeks prior to the next meeting of the Planning Committee which is held on the first Monday of each month. The application must be included on the agenda in order to be considered. **DUE TO POLICY OF PLANNING COMMITTEE, NO EXCEPTIONS WILL BE MADE.**

### PROPERTY INFORMATION

#### PROJECT LOCATION:

(ADDRESS & PARCEL # REQUIRED): \_\_\_\_\_ / \_\_\_\_\_

PARCEL ACREAGE: \_\_\_\_\_ CURRENT ZONING: \_\_\_\_\_

CURRENT LAND USE: \_\_\_\_\_ PROPOSED LAND USE: \_\_\_\_\_

FLEXIBLE USE TO ALLOW: \_\_\_\_\_

### CONTACT INFORMATION

#### OWNER CONTACT INFORMATION:

Owner Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

#### APPLICANT CONTACT INFORMATION (if different than owner):

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

### REQUIRED ATTACHMENTS (all required attachments must be submitted BEFORE a permit can be issued)

1. Recorded deed; if owner and applicant are not the same, current lease and owner permission \_\_\_\_\_
2. Plat of the property sought to be rezoned, 82 X 112 inches in size, to scale showing dimensions thereof and width of any streets contiguous thereto. \_\_\_\_\_
3. Subdivision, Accessory Use, Rezoning, Commercial or Residential Construction Application \_\_\_\_\_
4. Approved Criteria, See Development Code Section 12.12.2(7) \_\_\_\_\_

**\*PLEASE SEE REVERSE SIDE\***

**In support of the application, you must show in detail that the proposed use:**

1. Is in harmony with the area and is not substantially injurious to the value of the properties in the general vicinity;
2. Conforms with all special requirements applicable to the use;
3. Will not adversely affect the health or safety of the public; and
4. Has obtained the minimum passing score for the Development Review Checklist, Section 12.3.

**I hereby certify the above information is true and correct and completed in accordance with the Tupelo Development Code. I further understand that if I am not the property owner, notarized permission from the property owner is required for the application to be processed. I understand that as the applicant, I must be present at the scheduled public hearing held in the Department of Development Services on the 3<sup>rd</sup> Floor of Tupelo City Hall at 71 East Troy St.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_