

CITY OF GROVES

APPLICATION TO THE PLANNING & ZONING COMMISSION

Date: _____ 20_____

Application is hereby made to the City of Groves Planning and Zoning Commission to hold a meeting for the purpose of discussing a Specific Use Permit for _____

to be located on Lot No. _____ Block No. _____

Addition _____ Lot Size _____

Property Zoned _____

Property Owner _____ Telephone No. _____

Address _____

This application for a Specific Use Permit shall be accompanied by proof of ownership or verification as a certified agent, a fee of \$250.00 to cover administrative and processing costs, and two (2) sets of site plans, drawings and necessary data required by the City of Groves Zoning Ordinance. The site plan shall show the planned development of the property drawn to scale, showing the location and arrangement of the buildings, (proposed and existing), the building setbacks and yards, the landscaping and/or walls and fences for screening purposes, the off-street parking and design of ingress and egress to and from the abutting street.

If the applicant withdraws his application prior to publication of public hearing by the City Council, half of the fee will be refunded.

The Planning and Zoning Commission shall reserve the right to refuse to examine any incomplete, unintelligible or indefinite drawings or plans that do not comply with the provisions of the City of Groves Zoning Ordinance.

Signature of Applicant (Owner/ Agent)

Please return this application and fee to:

**City of Groves Inspection Department
4925 McKinley
Groves, Texas 77619**