

INSTRUCTION SHEET FOR PROTEST PETITIONS

The attached protest petition form may be used to submit protests to the Governing Body in rezoning cases or requests for a Conditional Use Permit. If a petition against a rezoning or Conditional Use Permit is filed in the office of the County Clerk for cases within the unincorporated portion of the county or with the City Clerk for cases within a city within fourteen (14) days after the date of the conclusion of the public hearing, signed by the owners of twenty percent (20%) or more of any property proposed to be rezoned or affected by the Conditional Use Permit or by the owners of twenty percent (20%) of the total area, except public streets and ways, located within the notification area of the property proposed to be rezoned or subject to the Condition Use Permit, such amendment shall not be passed except by unanimous vote of all the members of the Board of County Commissioners for properties within the unincorporated portion of the county or by a 3/4 majority of all the members of the city Governing Body for properties within a city.

In completing this form, **PLEASE:**

1. Enter in **Section I** of the petition the name of the party requesting a rezoning or Conditional Use Permit and the permit number.
2. Enter in **Section II** the legal description of the property you own. If protestor's property is not platted or defined by section, insert mets and bounds description.
3. Enter in **Section III** your full name and the name of any joint owner together with your signature and mailing address. **ALL SIGNATURES MUST BE NOTARIZED.**
4. The owners of adjacent property should file a separate protest petition for each tract or property protesting.
5. The protest petition shall be submitted to the County Clerk for cases within the unincorporated portion of the county or the City Clerk for cases within a city, and they will be presented to the appropriate Governing Body when the subject zone change or Conditional Use Permit is considered.

NOTE: Protest petitions must be submitted to the County Clerk for cases within the unincorporated portion of the county or to the City Clerk for cases within a city within 14 days AFTER the Joint Planning Commission public hearing if they are to be considered as a legal requirement making necessary a unanimous vote of all the members of the Board of County Commissioners or by 3/4 majority of all members of the city Governing Body to enact the proposed change in zoning or grant a Conditional Use Permit. Protest petitions submitted to the Joint Planning Commission before the completion of the public hearing will NOT be accepted or considered valid.

PROTEST PETITION

SECTION I.

The undersigned property owner protests the proposed zoning amendment request or Conditional Use Application as filed by _____ as described in Permit No. _____. I have personally signed this petition. I am the owner of the property described herein and my resident address is correctly written after my name.

SECTION II.

Legal Description of Property Owned by Protestor:

SECTION III.

Protestor(s).

a) _____
Signature

b) _____
Signature

Typed or Printed Name

Typed or Printed Name

Address

Address

STATE OF KANSAS, COUNTY OF ELLIS, ss:

_____, of lawful age, being first duly sworn upon oath, states that he/she has read the above and foregoing Protest Petition and that the same is true and correct to the best of his/her knowledge and belief.

SUBSCRIBED AND SWORN TO before me this ____ day of _____, 20__,
by _____.

Notary Public

Appointment