



Ellis County Planning and Zoning
 718 Main Street Lower Level
 Hays, KS 67601
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 karen@elliscounty.net

Zoning Certificate Application

Office Use Only

Parcel # _____

Permit # _____

Permit Fee _____

Paid _____ Bill _____

PROPERTY INFORMATION		BUILDING INFORMATION	
Name of owner		Site Address	
Mailing Address		Legal Description	
City	State	Zip Code	Quarter S T R
Telephone		Number of Acres	
CONTRACTOR INFORMATION		Type of Work to be Done	
Contractor Name		Construct	Alter Repair Other
Contractor Address		Structure Type	
Contractor Telephone		Intended Use	
APPLICANT INFORMATION (if different)		Dimensions	
Name of Applicant		Estimated Cost	
Mailing Address		Estimated Completion Date	
City	State	Zip Code	Natural Ground Slope (direction)
Telephone		Distance of bldg. from property lines	
		Feet from _____ N _____ S Feet from _____ E _____ W	
FEE INFORMATION (as of 6/21/10)		If less than 200 feet from natural body of water,	
40 acres or more = \$0 (no fee)		how many feet _____ river _____ stream _____ pond _____ lake	
Less than 40 acres = \$50.00		Manufactured or mobile home _____ Year _____	
SETBACK REQUIREMENTS			
<u>Acreage</u>	<u>Front</u>	<u>Side</u>	<u>Back</u>
40 acres	30	10	20
10 acres	30	10	20
2 acres	30	10	20
R-1	30	10	20
V-1	30	10	20

The undersigned certifies that the information given herein is correct and that they will comply with the Zoning Regulations, and further understand a certificate issued upon false statement of any fact which is material to the issuance hereof shall be void. Certificates, when issued, DO NOT NULLIFY ANY DEED RESTRICTION VALIDLY FILED OF RECORD.

Owner/Applicant Signature _____ Date _____

Draw plan here (include dimensions, driveway, ground slope, wastewater systems, water wells, natural bodies of water, corrals, outbuildings, and other potential sources of contamination.

FOR OFFICE USE ONLY

Any part of parcel in Zone A:	COMMENTS:
Building site close to Zone A:	
FloodPlain Permit Application Required? _____ # _____	
FEMA Panel #	
Need Wastewater permit?	
Need Water well permit?	
Site Evaluation?	
Entrance Application?	
Certificate of Occupancy?	

This application was received at the office of the Zoning Administrator on _____ day of _____, 20____.

It has been checked and found to be complete and accompanied by the required documents. Zoning Certificate issued by:

Zoning Administrator Signature

Approved on (date)