



Ellis County Planning and Zoning  
 718 Main Street Lower Level  
 Hays, KS 67601  
 Phone: (785) 628-9449  
 Fax: (785) 628-9448  
 environmental@elliscounty.net

**Zoning Certificate Application**

**Office Use Only**

Parcel # \_\_\_\_\_

Permit # \_\_\_\_\_

Permit Fee \_\_\_\_\_

Paid \_\_\_\_\_ Bill \_\_\_\_\_

PROPERTY INFORMATION	BUILDING INFORMATION
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Name of owner _____ Mailing Address _____ City _____ State _____ Zip Code _____ Telephone _____	Site Address _____ Legal Description _____ Quarter _____ S _____ T _____ R _____ Number of Acres _____
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CONTRACTOR INFORMATION	Type of Work to be Done
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Contractor Name _____ Contractor Address _____ Contractor Telephone _____	Construct _____ Alter _____ Repair _____ Other _____ Structure Type _____ Intended Use _____ Business <input type="checkbox"/> Personal <input type="checkbox"/>
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APPLICANT INFORMATION (if different)	Estimated Cost
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Name of Applicant _____ Mailing Address _____ City _____ State _____ Zip Code _____ Telephone _____	Estimated Completion Date _____ Dimensions _____ Will a Wastewater System need to be installed? Yes <input type="checkbox"/> No <input type="checkbox"/>
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FEE INFORMATION (as of 6/21/10)	Distance of bldg. from property lines
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40 acres or more = \$0 (no fee) Less than 40 acres = \$50.00	Feet from _____ N _____ S Feet from _____ E _____ W Manufactured or mobile home _____ Year _____
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**SETBACK REQUIREMENTS**

Acreage	Front	Side	Back
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 \_\_\_\_\_

Please attach Map or Drawing with Structure location with Distances to other structures, water systems, and property lines

SEE ATTACHED MAP/DRAWING

**FOR OFFICE USE ONLY**

Any part of parcel in Zone A:
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?

**COMMENTS:**

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 Administrator Signature

Approved on (date)

Zoning Certificate issued on \_\_\_\_\_ by \_\_\_\_\_