

**APPLICATION FOR A SPECIAL BUSINESS MEETING
BOONE COUNTY PLANNING COMMISSION AND
BOARD OF ADJUSTMENT**

SECTION A (To be completed by Applicant)

1. Name of Project _____
2. Location of Project _____
3. Name of Project Applicant(s) _____
Phone No. _____ Fax No. _____ E-Mail _____
4. Address of Applicant(s) _____

City State Zip
5. What Board are you requesting a Special Business Meeting?
_____ Boone County Planning Commission
_____ Board of Adjustment (Name: _____)
Reason why being requested? _____
6. What type of Application is being considered for action? _____
7. Has this Application been previously submitted? _____
8. **ORIGINAL Applicant's Signature** _____
(Faxed, Photocopied or Scanned Signatures will **NOT** be Accepted)

SECTION B (To be completed by BCPC Staff)

1. Date Received _____
2. Application Fee _____
3. Is application complete? _____ Yes _____ No
4. Date of scheduled Special Business Meeting _____
5. Action taken at Special Business Meeting:
_____ Approval
_____ Approval with Conditions
_____ Denial
6. Other: _____

**Boone County Planning Commission
Boone County Administration Building
2950 Washington Street, Room 317
P.O. Box 958
Burlington, Kentucky 41005
(859) 334-2196 - Phone
(859) 334-2264 - Fax
plancom@boonecountky.org - E-mail
www.boonecountky.org/pc - Web Page**

NOTE: An application consists of all fees paid in full, submitted drawings (if required) and a completed application form.

An application for a Special Business Meeting is not guaranteed. If the Special Business Meeting cannot be arranged, the application fee will be refunded to the Applicant.