



**CITY OF GREAT BEND  
PLANNING COMMISSION  
CONDITIONAL USE APPLICATION**

DATE: \_\_\_\_\_

APPLICATION FEE: \$250.00

APPLICANT NAME: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

APPLICANT PHONE: \_\_\_\_\_

*PROPERTY OWNER DIFFERS FROM APPLICANT*

PROPERTY OWNER NAME: \_\_\_\_\_

PROPERTY OWNER ADDRESS: \_\_\_\_\_

PROPERTY OWNER PHONE: \_\_\_\_\_

PROPERTY IS LOCATED IN THE:  CITY  COUNTY

ADDRESS OF CONDITIONAL USE REQUEST: \_\_\_\_\_

ZONING DESIGNATION: \_\_\_\_\_

CURRENT USE OF PROPERTY: \_\_\_\_\_

PROPOSED USE OF PROPERTY: \_\_\_\_\_

*(A conditional use shall only be allowed for the uses that are expressly authorized to be allowed as a conditional use in a particular zoning district.)*

**APPLICATION CHECKLIST:**

- APPLICATON FEE**
- COPY OF LEGAL DESCRIPTION AS RECORDED WITH BARTON COUNTY REGISTER OF DEEDS**
- COPY OF LEASE AGREEMENT (if applicable)**
- CERTIFIED PROPERTY OWNER LIST:** Certified property owner list must be obtained by a licensed abstracter. The list shall contain the names and addresses of all owners of real property within a two hundred (200) foot radius of the above-described property within City of Great Bend limits and a one thousand (1,000) foot radius of the above-described property outside City of Great Bend limits. This ownership list is to contain a plat indicating the radius measurements.
- SCALED PLOT PLAN OF THE PROPOSED DEVELOPMENT SHOWING ANY AND ALL EXISTING AND PROPOSED STRUCTURES OR LANDMARKS**

Remit Application to: City of Great Bend, c/o Building Inspections, 1205 Williams, Great Bend, KS 67530  
Phone: 620-793-4106

I hereby certify that statements contained in this application are true and correct.

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Signature of Property Owner

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Printed Name of Property Owner

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Signature of Applicant

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Printed Name of Applicant

\*Complete applications will be set for the next regularly scheduled Planning Commission meeting that accommodates meeting all publication and mailing requirements. Following the Planning Commission decision, the application will be forwarded to the City of Great Bend City Council. Fourteen (14) days are required from Planning Commission decision to a hearing by the Great Bend City Council for approval or denial of the request.

Period of Validity: No conditional use permit granted by the Governing Body shall be valid for a period of longer than 180 days from the date on which the Governing Body grants the conditional use, unless within such 180-day period 1. A building permit is obtained, and the erection or alteration of a structure is started, or 2. A use is commenced or continued pursuant to the conditional use.

City Use Only

Date Application Received: \_\_\_\_\_

Scheduled Hearing Date: \_\_\_\_\_

Notice Published On: \_\_\_\_\_  
(minimum of 20 days prior to hearing)

Notice Mailed On: \_\_\_\_\_  
(minimum of 20 days prior to hearing)

Planning Commission Action

APPROVE

DENY

Conditions and restrictions: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Chairman

City Council Action

Meeting Date: \_\_\_\_\_

Action Passed: \_\_\_\_\_