

## BSD ADMINISTRATIVE APPROVAL REQUEST

This is an application for an Administrative Approval in accordance with §153.066(L). Proposals meeting the intent of the Code may be approved administratively by the Director. A letter of request outlining the proposal shall accompany the application.

### I. REVIEW REQUEST

- ☐ Adjustments to lot lines;
- ☐ Adjustments to the location and layout of parking;
- ☐ Adjustments of up to 10% in total building floor area;
- ☐ Adjustments in building height up to 10% for no more than 10% of the floorplate;
- ☐ Substitution of landscaping materials;
- ☐ Redesigning and/or relocating stormwater management;
- ☐ Relocating fencing, walls or screening (not including screening walls);
- ☐ Modifications to signs, landscaping, or lighting;
- ☐ Changes in building material or color;
- ☐ Requirement by Outside Agency (Federal, State, County);
- ☐ Other modifications deemed appropriate by the Director.

**II. CURRENT PROPERTY OWNER(S):** Indicate the person(s) or organization(s) who own the property proposed for development.

Name (Individual or Organization):

Mailing Address (Street, City, State, ZIP):

Email/Phone Number:

**I. PROPERTY INFORMATION:** Provide information about the property including existing and proposed development.

Property Address(es):

Tax ID/Parcel Number(s)  
(List All):

Parcel Size(s) in Acres  
(List Each Separately):

Existing Land Use/Development:

Existing Zoning District:

Proposed Land Use/Development  
(If Applicable):

Proposed Zoning District  
(If Applicable):

**III. APPLICANT(S):** Complete this section if the person/ organization representing the applicant/ property owner is different from the applicant.

☐ **Not Applicable**

Name (Individual or Organization):

Mailing Address (Street, City, State, ZIP):

Email/Phone Number:

