



# Minor Site Improvements

Application

Project #:  
MSI \_\_\_\_\_

<b>Staff Use Only</b>	Submittal Date _____ Date Accepted as Complete _____
	Application Fee Paid: <b>\$400.00</b> Date _____ R# _____ Paid By: _____
	<b>Includes up to three submittals and two final inspections. See Title 13 for re-submittal &amp; re-inspection fees.</b>
	Administrative Approval: Yes ___ No ___ Date _____ Fire Inspection Required: Yes ___ No ___
	PC Approval Required: Yes ___ No ___ Date _____
	Conditions of Approval: _____

Fill out this form completely, supplying all necessary information and documentation to support your request.

Project Name \_\_\_\_\_

Site Address \_\_\_\_\_

Location Description \_\_\_\_\_

Acreage \_\_\_\_\_ Lot \_\_\_\_\_ Blk \_\_\_\_\_ Subdivision \_\_\_\_\_

Parcel No(s). \_\_\_\_\_ S-T-R \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Current Use: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

\_\_\_\_\_ # of Lots \_\_\_\_\_ # of Structures \_\_\_\_\_ # of Common Lots \_\_\_\_\_ # of Detention Lots \_\_\_\_\_ Other

Summation of Work to be Performed:

\_\_\_\_\_  
\_\_\_\_\_

	APPLICANT	ENGINEER
Firm Name		
Contact		
Address		
Telephone		
Email		

	OWNER	DEVELOPER
Firm Name		
Contact		
Address		
Telephone		
Email		

**Which of the above assumes responsibility for expenses incurred outside the initial application fee?**

\_\_\_ Applicant \_\_\_ Owner \_\_\_ Developer \_\_\_ Engineer/Surveyor \_\_\_ Other: \_\_\_\_\_

**Printed Name and Signature of Owner/Applicant or Authorized Agent:** (Need Proxy signed below if other than Property Owner Signature)

\_\_\_\_\_  
Owner/Company/Partnership/Trust Name

\_\_\_\_\_  
Property Owner / Authorized Signature

\_\_\_\_\_  
Date



**FOR OFFICE USE ONLY**

Proof of Ownership Provided	<input type="checkbox"/> Y	<input type="checkbox"/> N	
Individual Authorization for Company Provided	<input type="checkbox"/> Y	<input type="checkbox"/> N	<input type="checkbox"/> NA
If Multiple Owners, All Signatures Provided	<input type="checkbox"/> Y	<input type="checkbox"/> N	<input type="checkbox"/> NA

**AUTHORIZATION OF PROXY**

TO: THE CENTERTON PLANNING COMMISSION:

I, \_\_\_\_\_ hereby authorize  
(owner/trustee/managing partner/etc.\*\*)

\_\_\_\_\_ to represent me and to  
(Authorized representative)

make decisions on my behalf for \_\_\_\_\_  
(List all affiliated projects)

which is to be presented to the Centerton Planning Commission / City Council for review and approval.

\_\_\_\_\_  
Company/Partnership/Trust Name

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

State of Arkansas  
County of \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_

\*\* If property is owned by multiple individuals, all owners must sign proxy form. If all owners sign simultaneously, one notary block may be provided. If owners sign at separate times, a notary block must be provided for each signature.

If property if owned by a corporation, LLC or other, provide documentation of individual signer's authority and their authorization to sign document(s) on business' behalf.