



CITY OF WICHITA FALLS
APPEAL APPLICATION
Conditional Use/Site Plan

FOR OFFICE USE:
CASE NO. _____
FEE PAID _____
SIGNS ISSUED _____

Property Address: _____

Legal Description: _____
LOT(S) BLOCK SECTION SUBDIVISION

Zoning District: _____ Present Use: _____

NOTE TO APPLICANT: Please complete the applicable section below:

[] CONDITIONAL USE APPEAL TO CITY COUNCIL:

Planning and Zoning Commission hearing date: _____

Action taken: _____

Reason for appeal: _____

[] SITE PLAN REVIEW APPEAL TO PLANNING AND ZONING COMMISSION

Planning Division's Staff's Action: _____

_____ Date: _____

Reason for appeal: _____

I certify that all information contained herein is true and correct and that all submission requirements have been met.

Applicant's Signature: _____ Date: _____

Applicant's Name: _____

Mailing Address: _____

_____ Zip: _____

Applicant's: Work Phone: _____ Home Phone: _____ Cell Phone: _____

Applicant's email address: (your email address will not be shared or sold to anyone; it is for Planning business only)

PERMIT (TO BE COMPLETED BY THE PLANNING DIVISION)

The appeal application has been:

☐ Approved ☐ Disapproved ☐ Conditionally approved (SEE CONDITIONS BELOW)

Conditions: _____

Based on the action taken on _____ of the ☐ City Council ☐ Planning and Zoning Commission

COMMUNITY DEVELOPMENT DESIGNEE

DATE

INSTRUCTIONS FOR APPEAL APPLICATION

CONDITIONAL USE APPEAL:

Submit completed application along with a \$104.00 fee within ten (10) days of the Director of Community Development or designee's decision. The appeal shall be placed on the next regularly scheduled meeting of the City Council, but not less than fifteen (15) days from the date of the receipt of the application.

SITE PLAN REVIEW APPEAL:

Submit completed application along with a \$52.00 fee within ten (10) days of the Director of Community Development or designee's decision. The appeal shall be placed on the next regularly scheduled meeting of the Planning and Zoning Commission, but not less than fifteen (15) days from the date of the receipt of this application. The Planning and Zoning Commission meets the second Wednesday of each month at 2:00 p.m. in the Council Chambers, Memorial Auditorium, 1300 Seventh Street, Wichita Falls, Texas.

If you need additional information or have any questions, please call the Planning Division at (940) 761-7451
