

**AGENDA**

**The City of Rolla  
Planning & Zoning Commission  
City Council Chambers, 1<sup>st</sup> Floor  
901 North Elm Street  
Tuesday, February 11, 2025 at 5:30 PM**

**Commission Members:**

**Chairman Russell Schmidt, Secretary/Vice-Chairman Monty Jordan,  
City Council Representative Nathan Chirban,  
Kevin Crider, Janece Martin, Monte Shields, Steve Davis, Don Morris, VACANT**

- I. APPROVE MINUTES:** Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, January 14, 2025
- II. ELECTIONS:** Annual elections for Chairman and Secretary/Vice-Chairman
- III. REPORT ON RECENT CITY COUNCIL ACTIONS:**
- 1. ZON24-06:** Map Amendment to rezone 21 Stephendale Ct from the R-1, Suburban Residential district to the C-1, Neighborhood Commercial district
- IV. PUBLIC HEARING:**
- 1. ZON25-01:** Map Amendment to rezone 602 N Olive Street from the C-1, Neighborhood Commercial district to the R-4, Urban Multi-family district
  - 2. VAC25-01:** Vacation of the remainder of an alley north of 11<sup>th</sup> Street between Bishop Avenue and State Street
- V. NEW BUSINESS:** **NONE**
- VI. OLD BUSINESS:** **NONE**
- VII. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE, OR STAFF:** **NONE**
- VIII. CITIZEN COMMENTS:**

**NEXT MEETING DATE:**

**Tuesday, March 11, 2025**

**MINUTES**  
**ROLLA PLANNING AND ZONING COMMISSION MEETING**  
**ROLLA CITY HALL COUNCIL CHAMBERS**  
**TUESDAY, JANUARY 14, 2025**

**Presiding:** Russell Schmidt, Chairperson

**Commission Members Present:** Nathan Chirban, Kevin Crider, Steve Davis, Don Morris

**Commission Members Absent:** Monty Jordan, Janece Martin, Monte Shields & One Vacancy

- I. APPROVE MINUTES:** Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, December 10, 2024. **Chairperson Russell Schmidt approved the minutes as printed and distributed.**

**II. REPORT ON RECENT CITY COUNCIL ACTIONS:**

1. **ANX24-02:** Annexation of a portion of 13063 Old Wire Outer Rd into the corporate limits of the City of Rolla and assigning a zoning of C-2, General Retail.
2. **VAC24-05:** Vacation of alleys in Cowan's Addition to City of Rolla generally bounded by Black Street, Spilman Ave, Walker Ave and the railroad ROW; and bounded by Hwy 72, Spilman Ave, Walker Ave and Strobach Street.
3. **TXT24-03:** Text Amendment to Section 42.313 General Requirements (Parking) to revise the paving and permitted parking location requirements for residential uses and time limits for occupancy of RV's on a residential lot.
4. **TXT24-02:** Text Amendments to Sections 42.203 Zoning Use Definitions; 42.209 to establish Shelters, Soup Kitchens, and Transitional Housing; 42.211 – 42.215 Residential Districts; 42.221 – 42.224 Commercial Districts; removing 42.457 Overnight Shelter, Soup Kitchen, and Transitional Uses; and 42.710 amending Zoning Use Table as needed.

City Planner Tom Coots presents the report.

Chairperson Schmidt asks a question regarding 42.710 amending Zoning Use Table as needed. A short discussion follows.

**III. PUBLIC HEARING:**

1. **ZON24-06:** Map Amendment to rezone 21 Stephendale Ct from the R-1, Suburban Residential district to the C-1, Neighborhood Commercial district.

Chairperson Schmidt opens the public hearing at 5:34.

City Planner Tom Coots presents the staff report.

Chairperson Schmidt asks for citizen comments.

Will Benhardt residing at 20 Stephendale Ct shared that he has concerns there would be insufficient parking for a restaurant resulting in overflow street parking in front of the neighbors houses as well as increased traffic.

Thu Tran residing at 21 Stephendale Ct shared he plans to have a small carry-out business with only one or two vehicles coming and going at any time.

A discussion was had regarding how many parking spaces this property may be able to accommodate.

The public hearing was closed at 5:56.

A motion was made by Morris and seconded by Crider to recommend approval to City Council to rezone 21 Stephendale Ct from the R-1, Suburban Residential district to the C-1, Neighborhood Commercial district. A roll call vote on the motion showed the following: Ayes: Crider, Davis and Morris. Nays: Chirban. Absent: Jordan, Martin and Shields. The motion passes.

**IV. NEW BUSINESS: NONE**

**V. OLD BUSINESS: NONE**

**VIII. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE OR STAFF:**

**1. Update** on Comprehensive Plan.

Tim Breihan of H3 Consultants presents the plan update.

**2. Discussion** regarding potential changes to Section 42.340, Signage.

**3. Presentation** on 2024 activity and planned 2025 Community Development Department goals. Tom Coots presents the report.

**IX. CITIZEN COMMENTS: NONE**

**Meeting adjourned: 7:50 p.m.**

**Minutes prepared by: Cindy Brown**

**NEXT MEETING:**

**Tuesday, February 11, 2025**



Report to:

**Planning and Zoning  
Commission**

Case No.: ZON25-01

**Meeting Date:** February 11, 2025

**Subject:** Map Amendment to rezone 602 N Olive Street from the C-1, Neighborhood Commercial district to the R-4, Urban Multi-family district

**Background:** The applicant seeks to rezone the subject property to allow the property to be redeveloped. An older duplex dwelling currently exists on the property. The applicant intends to demolish the duplex and build a small apartment building meeting the requirements and limitations of the R-4 district.

**Application and Notice:**

Applicant/Owner - Will Benhardt of Blarney Stone, LLC  
Public Notice - Letters mailed to property owners within 300 feet; Legal ad in the Phelps County Focus; signage posted on the property; <https://www.rollacity.org/agenda.shtml>  
City Council Date - February 18, 2025

**Property Details:**

Current zoning - C-1, Neighborhood Commercial; to be rezoned to R-4, Urban Multi-family  
Current use - Two-family residential  
Proposed use - Multi-family  
Land area - About 6,700 square feet

**Public Facilities/Improvements:**

Streets - The subject property has frontage on Olive Street, a Collector street.  
Sidewalks - Sidewalks already exist along the frontage.  
Utilities - The subject property should have access to all needed public utilities.

**Comprehensive Plan:** The Comprehensive Plan designates the property as being appropriate for Community Commercial uses.

**Discussion:** The subject property is located near the downtown, in an area with a mixture of commercial and residential uses. The property is currently used for residential uses. The block on which the subject property is located contains three other properties which are used for residential uses – and another three that are commercial uses, despite being all commercial zoning. Many neighboring blocks are similarly composed.

The subject property was not quite included in the Old Town Neighborhood Plan area, the boundary of which is two blocks to the south. The subject property is in an area which would likely be included in a downtown neighborhood plan. The R-4 zoning has been applied to areas included in other neighborhood plans which called for higher density uses. The location, being on the edge of the downtown does seem to meet the stated purpose of the R-4 district – “A zone intended for high density residential, mixed-use, and limited commercial uses adjacent to the downtown and university campus areas.”

**Review and Approval Criteria:**

A rezoning application must be reviewed to ensure that the following criteria are considered:

1. Whether the proposed zoning district classification is consistent with the intent of the Rolla Comprehensive Plan;
2. Whether there are any changed or changing conditions in the neighborhood affected that make the proposed rezoning necessary or desirable from an overall community development perspective;
3. Whether the range of uses in the proposed zoning district classification are compatible with the uses permitted on other property in the immediate vicinity;
4. Whether a reasonably viable economic use of the subject property will be precluded if the proposed rezoning is denied creating an economic hardship; and
5. Relevant information submitted at the public hearing.

**Findings:**

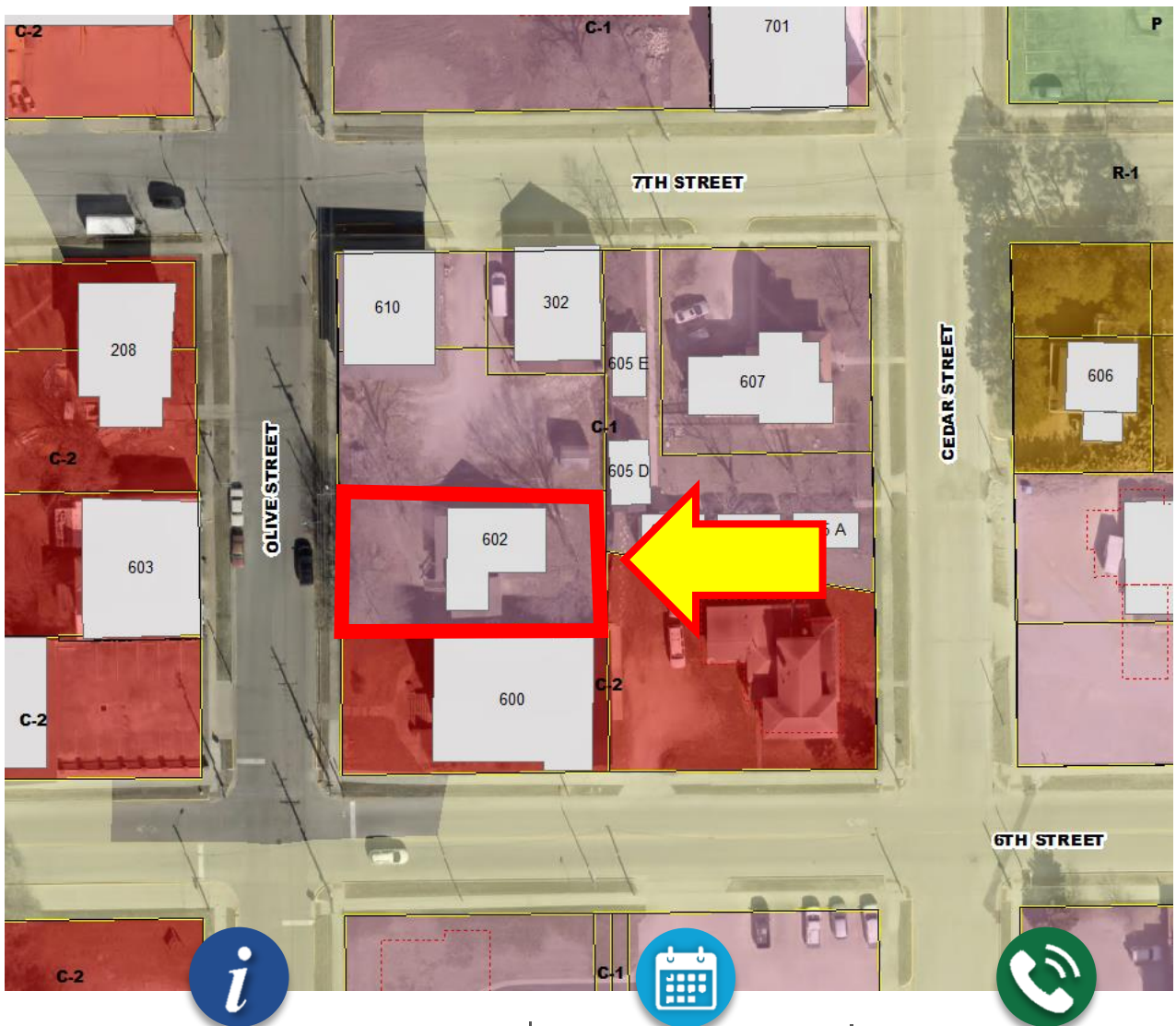
1. The Comprehensive Plan does designate the subject property as being appropriate for Community Commercial uses.
2. The subject property is located in an area on the edge of the downtown in an area with a mixture of residential and commercial uses.
3. The R-4, Urban Multi-family district is intended for locations near the downtown with high density residential uses, mixed-uses, and limited commercial uses.

**Potential Motions:**

1. Find the request meets the criteria for approval and recommend the City Council approve the request for a map amendment (rezoning) of the subject property.
2. Find that the proposed map amendment (rezoning) is not an appropriate use for the property and recommend that the City Council deny the request.
3. Find that additional information and discussion is needed prior to making a recommendation and table the request to a certain date.

**Prepared by:** Tom Coots, City Planner

**Attachments:** Public Notice Letter; Application



### Project Information:

Case No: ZON25-01  
 Location: 602 N Olive Street  
 Applicant: Blarney Stone Investments, LLC  
 Request:

Rezoning from C-1, Neighborhood  
 Commercial to R-4, Urban Multi-family

### Public Hearings:

Planning and Zoning  
 Commission

**February 11, 2025**  
**5:30 PM**

City Hall: 1<sup>st</sup> Floor

City Council  
**February 18, 2025**  
**6:30 PM**

City Hall: 1<sup>st</sup> Floor

### For More Information Contact:

Tom Coots, City Planner  
[tcoots@rollacity.org](mailto:tcoots@rollacity.org)

(573) 426-6974  
 901 North Elm Street  
 City Hall: 2<sup>nd</sup> Floor  
 8:00 – 5:00 P.M.  
 Monday - Friday



## Who and What is the Planning and Zoning Commission?

The Planning and Zoning Commission is an appointed group of citizens from Rolla who are charged with hearing and deciding land use applications, such as zoning and subdivisions. The Commission takes testimony and makes a recommendation to the City Council.

## What is a Rezoning (Map Amendment)?

A Rezoning is a request to change the zoning of a property from one zoning district to another. Usually a rezoning would allow for a property to be used differently than in the past, or may allow for development or redevelopment.

## What is Zoning?

The City of Rolla has adopted zoning regulations that divide the city into separate areas that allow for specified uses of property. For example, generally only residential uses are allowed in residential zones; commercial uses in commercial zones; etc..

## How Will This Impact My Property?

Each case is different. Adjacent properties are more likely to be impacted. Please contact the Community Development Office at (573) 426-6974 if you have any questions.

## What If I Have Concerns About the Proposal?

If you have any concerns or comments, please try to attend the meeting. You may learn details about the project at the meeting. You will be given an opportunity to ask questions or make comments.

You do have the right to gather signatures for a petition. If a petition is received by 30% of the land owners (by land area) within 185 feet of the subject property, such request would require approval of 2/3 of the City Councilors. Please contact the Community Development Office for a property owner list.

## What If I Cannot Attend the Meeting?

Please try to attend the meeting if you have any questions or concerns. However, if you are unable to attend the meeting, you may provide written comments by letter or email. These comments will be presented to the Board.

## What If I Have More Questions?

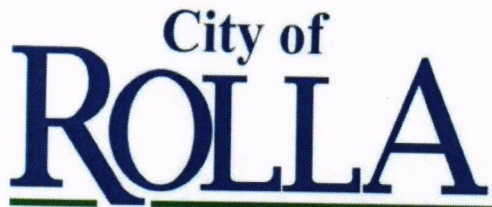
Please contact the Community Development Office if you have any additional questions.

## LEGAL DESCRIPTION

Lot 6, Block 64, County Addition to Rolla, Phelps County, Missouri







573-364-5333

www.rollacity.org/comdev

R: 240902

## COMMUNITY DEVELOPMENT

901 North Elm St  
P.O. Box 979  
Rolla, MO 65402  
Fax: 573-426-6978

### LAND USE APPLICATION

#### Contact Information:

##### Property Owner:

Blarney Stone Investments, LLC

Name(s)

1420 E. State Hwy 72

Mailing Address

Rolla, MO 65401

City, State, Zip

573-426-5333

Phone

will@blarneystoneinv.com

Email

##### Agent/Applicant (If Different Than Property Owner):

Name

Mailing Address

City, State, Zip

Phone

Email

#### Property/Request Information:

Request: ☒ Rezoning  
☐ Planned Unit Development  
☐ Conditional Use Permit  
☐ Voluntary Annexation

602 N. Olive Street

Property Address/Location

Current: C-1 Proposed: R-4

Property Zoning (Current and Proposed)

Multifamily housing

Proposed Development/Project/Amendment

### APPLICATION CHECKLIST:

City Staff Verifies



Completed Application Form



Agent Letter (If Applicable)



Filing Fee \$375 (Rezoning); \$600 (PUD); \$450 (Conditional Use Permit); \$600 (Annexation)



Legal Description (Unplatted and Irregular Lots Only)



Site Plan (If Applicable)



Letter of Request/Project Report/Notarized Petition (Annexation) (If Applicable)

#### OFFICE USE ONLY:

Case No: 20N25-01

DRC Meeting Date: 1.21.25

PZ Hearing Date: 2.11.25

Submission Date: 1.14.25

Advertise By: 1.23.25

CC Hearing Dates: 2.18.25/3.3.25



## INFORMATION:

**Rezoning (Map Amendments)** are *reviewed* to meet the following criteria:

1. Consistency with the intent of the Rolla Comprehensive Plan;
2. Changed or changing conditions that make the proposed rezoning necessary or desirable;
3. Compatibility of allowed uses with the uses permitted on other property in the immediate vicinity;
4. Reasonably viable economic use of the subject property; and
5. Relevant information submitted at the public hearing.

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**PUD's (Planned Unit Developments)** are *reviewed* to meet the following criteria:

1. Criteria for rezoning (above);
2. Adequacy of existing utility services and facilities or ability to provide utilities and facilities;
3. Impact upon vehicular and pedestrian traffic safety;
4. Whether the intent and goals of the Planned Unit Development requirements are met (See 42.260); and
5. Relevant information submitted at the public hearing.

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**CUP's (Conditional Use Permits)** are *reviewed* to meet the following standards:

1. Consistency with the intent of the Rolla Comprehensive Plan;
2. Compatibility of the proposed use, scale, and location with uses in the immediate vicinity;
3. Adequacy of existing utility services and facilities or ability to provide utilities and facilities;
4. Whether reasonable conditions may be imposed to mitigate any impacts to the immediate vicinity;
5. Impact upon vehicular and pedestrian traffic safety; and
6. Relevant information submitted at the public hearing.

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**Annexation** are *reviewed* to meet the following criteria:

1. Conformity with the minimum statutory requirements;
2. Consistency with the Rolla Comprehensive Plan;
3. Adequacy of existing utility, city services, and facilities or ability to provide utilities, services, and facilities; and
4. Relevant information submitted at the public hearing.

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### **Acknowledgement and Authorization:**

The owner(s) understand and agree that the application will be placed on hold until a complete application and all required items on the checklist are received. The owner(s) understand and agree to permitting employees of the City of Rolla to enter the subject property for purposes of posting a yard sign(s), retrieving the yard sign(s), taking photographs of the property/building(s), and investigating the property for pertinent information related to the request. Should ownership of the property change after the application is submitted, authorization is required from the new owner to continue with the review of the request, or the request will be withdrawn from consideration. The undersigned understands that a full refund may be issued if the request is withdrawn within three (3) business days after the application; a partial refund may be considered if the request is withdrawn prior to the hearing.

Property Owner(s):

Will Benhardt, Blarney  
Stone Investments

Sign

Print

Applicant/Agent (If Different From Owner)

Sign

Print

Sign

Print

Sign

Print

Will Benhardt

Blarney Stone Investments, LLC.

1420 E. State Hwy 72

Rolla, MO 65401

City of Rolla Planning and Zoning Department

901 North Elm St.

Rolla, MO 65401

Subject: Application for Rezoning 602 N. Olive Street - Blarney Stone Investments

Dear City of Rolla Planning and Zoning,

On behalf of Blarney Stone Investments, I would like to formally request the rezoning of 602 N. Olive Street. Our intent is to revitalize this property as multi-family housing.

We believe that this development will serve the community well, by replacing a duplex that has been in neglect and disrepair for several years, and in its place, providing much-needed housing in a growing and developing area near Rolla's Downtown.

As it stands, this property is zoned commercially. Due to the small lot size and frontage, however, this property is not well-suited for a commercial endeavor. Currently, street parking is the only parking option, with a maximum of 2-3 cars in front of the property. By rezoning to R-4, we would be able to make better use of the smaller lot and install a parking lot at the rear of the property.

This development is consistent with the intent of the Rolla Comprehensive Plan. As stated in the latest Comprehensive Plan update, one of the strategies with which to revitalize Downtown involves promoting such higher-density residential developments in neighborhoods within walking distance of

Downtown. As this property is located within easy walking distance of Downtown, Rolla High School, and Benton Square, this site is a prime candidate for such a development.

Additionally, this development would be consistent with nearby properties. Recently, another property, also near Benton Square, received rezoning to R-4 for a similar development.

Ultimately, rezoning this property from C-1 to R-4 will allow us to make better use of this property, to make a greater investment in this community, and to better serve the needs of Rolla and its citizens. We are excited to see growth and development in this community, and we look forward to playing a part in it.

Thank you for your consideration of this request.

Sincerely,



Will Benhardt

Blarney Stone Investments, LLC



Report to:

**Planning and Zoning  
Commission**

Case No.: VAC25-01

**Meeting Date:** February 11, 2025

**Subject:** Vacation of the remainder of an alley north of 11<sup>th</sup> Street between Bishop Avenue and State Street

**Background:** A portion of the subject alley has been previously vacated. The university has purchased additional property and seeks to redevelop the area. The alley area is already being used by the university for parking and access. The alley previously provided rear access to an apartment building, which the university has since purchased and demolished.

**Application and Notice:**

Applicant - City of Rolla  
Public Notice - Letters mailed to nearby property owners; Legal ad in the Phelps County Focus; signage posted on the property; <https://www.rollacity.org/agenda.shtml>  
City Council Date - February 18, 2025

**Property Details:**

Land area - Approximately 3,480 sq. ft. of right-of-way to be vacated

**Public Facilities/Improvements:**

Utilities - The alley does contain a public sewer line. Easements will be retained over the portions of the sewer which will remain as public sewer lines.

**Comprehensive Plan:** The Comprehensive Plan does not provide guidance on street/alley/easement vacations.

**Discussion:** The vacations have been reviewed by city staff and have been found to not be needed for public access at this time. The south alley is somewhat dangerous to exit to Hwy 72 due to the curve and grades. Vacating the right-of-way would transfer ownership back to the adjacent property owner. Utility easements are to be retained for the north alley for any future utility needs.

**Findings:**

1. Sanitary sewer lines are located in the alley area; utility easements will be retained for any future utility needs.
2. The alley is no longer needed for access to properties.
3. No objections to the request were received by any utility companies.
4. The vacation is needed for a proposed building on the university campus.

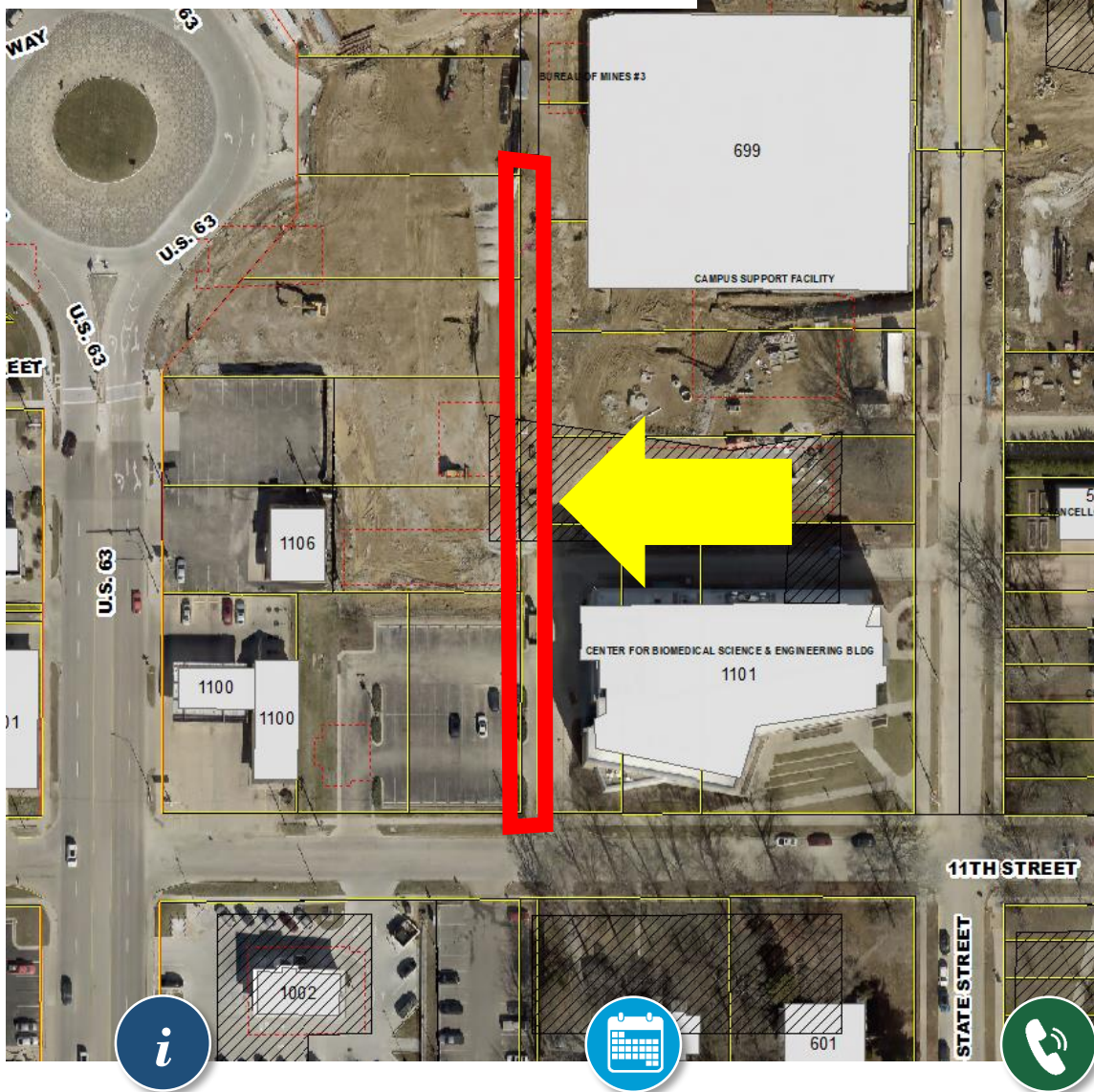
**Potential Motions:**

1. Recommend the City Council approve the request.
2. Find that request is not appropriate recommend that the City Council deny the request.
3. Find that additional information and discussion is needed prior to making a recommendation and table the request to a certain date.

**Prepared by:** Tom Coots, City Planner

**Attachments:** Application, Public Notice, Vacation Exhibit





**Project Information:**

Case No: VAC25-01  
Location: Alley north of 11<sup>th</sup> Street  
between Bishop Ave and  
State Street

Applicant: Missouri University of  
Science and Technology

Request:  
Vacation of the remaining alley

**Public Hearings:**

Planning Commission  
**February 11, 2025**  
**5:30 PM**  
City Hall: 1<sup>st</sup> Floor

City Council  
**February 18, 2025**  
**6:30 PM**  
City Hall: 1<sup>st</sup> Floor

**For More Information Contact:**

**Tom Coots, City Planner**  
[tcoots@rollacity.org](mailto:tcoots@rollacity.org)

(573) 426-6974  
901 North Elm Street  
City Hall: 2<sup>nd</sup> Floor  
8:00 – 5:00 P.M.  
Monday - Friday



### What is a Vacation?

A vacation is an application to vacate (or remove) all or a portion of a right-of-way adjacent to a property or an easement on a property. The right-of-way or easement must be found to no longer serve any current or future purpose.

### What is a Right-of-Way?

In the context of a vacation application, a right-of-way refers to the area which has been dedicated to the City – usually for a public street. In this case, unused alleys are proposed to be vacated.

### How will this impact my property?

Since the alleys are not used, the vacation should not impact your property. As an adjacent owner, generally half of the former alley would revert to become your property. A Utility Easement will likely be retained for any existing or potential future utilities.

Please contact the Community Development Office at (573) 426-6974 if you have any questions.

### Do I need to do anything?

Please contact our office or attend the meetings if you have any questions or concerns. If the vacation is approved you may need to file for a Lot Consolidation to combine the vacated ROW with your lot for building permitting.

### Why is this proposed?

The vacation is proposed to remove an alley that is not used and not maintained. The alleys were platted years ago, but are not being used as public alleys. The vacation would revert the property to the adjacent owners – saving each individual owner from needing to apply separately.

### What if I have concerns about the proposal?

If you have any concerns or comments, please try to attend the meeting to learn details about the project. You will be given an opportunity to ask questions or make comments regarding the case. If you are unable to attend the meeting, you may provide written comments by letter or email.

### What if I have more questions?

Please contact the Community Development Office if you have any additional questions.

### LEGAL DESCRIPTION

The remaining alleys in Block 1 in Townsend Addition to the City of Rolla





### SUBDIVISION APPLICATION

#### Contact Information:

##### **Property Owner:**

Missouri University of Science and Technology

Name(s)

1701 Spruce Drive

Mailing Address

Rolla, MO, 65409

City, State, Zip

573-341-4888

Phone

bradleyclay@mst.edu

Email

##### **Agent/Applicant (If Different Than Property Owner):**

Name

Mailing Address

City, State, Zip

Phone

Email

#### Property/Request Information:

**Request:**

☐ Sketch Plat  
☐ Preliminary Plat  
☐ Final Plat  
☐ Minor Subdivision (Admin.)  
☐ Lot Consol./Lot Line Adjust.  
☒ Vacation of ROW/easement

Alley west of 1101 N State St.  
Property Address/Location

U

Property Zoning

N/A                      N/A  
Number of existing and new lots proposed

Missouri S&T Campus  
Name of Subdivision

### APPLICATION CHECKLIST:

**City Staff Verifies**

☒

**Completed Application Form**

☐

**Agent Letter (If Applicable)**

☒

**Filing Fee** - \$500 (Preliminary/Final Plat); \$250 (Administrative Minor Subdivision);  
\$50 (Lot Consolidation/Lot Line Adjustment)

☐

**Improvement Plans** (Final Plats only; 1 paper copy and pdf version)

☒

**Plat** (3 paper copies and pdf version), **Survey**, or **Vacation Exhibit** (as applicable)

☐

**Other Documents** (as applicable)

#### OFFICE USE ONLY:

Case No: VAC 25-01

DRC Meeting Date: 1.21.25

PZ Hearing Date: 2.11.25

Submission Date: 1.15.25

Advertise By: 1.23.25

CC Hearing Dates: 2.18.25/3.3.25



## INFORMATION:

A Major Subdivision includes the following steps:

1. A **Sketch Plat** and property owners meeting is required for any subdivision with more than 30 lots. A Sketch Plat is encouraged for all Major Subdivisions.
2. A **Preliminary Plat** includes the entire area to be platted, with phases and preliminary or conceptual information about layout, utilities, and grading.
3. A **Final Plat** is the final design of a subdivision or a phase of a development. Final grading plans and utility plans are included in the review.
4. More information about the process and requirements may be found in Section 42.500

**Minor Subdivisions** include the following requirements:

1. A minor subdivision is an administrative process for subdivisions which create no more than five (5) additional lots; and all street, waterline, sewer line, or storm sewer infrastructure and easements needed for the proposed subdivision is found to be existing.
2. If any streets, utilities, or easements are found to be needed, the applicant may pursue a Final Plat application or may elect to construct needed infrastructure or dedicate easements prior to approval of the Minor Subdivision.

**Lot Consolidations and Lot Line Adjustments** include the following requirements:

1. A Lot Consolidation is an administrative process to combine two or more adjoining lots under common ownership into one lot to enable the interior lot lines to be disregarded for setbacks, bulk standards, etc. for the purposes of building permitting.
2. A Lot-Line Adjustment is an administrative process to move a lot line which does not result in any additional lots.
3. No street or utility extensions or dedications must be necessary for the lot combination or lot line adjustment.
4. For a lot consolidation, the prepared deeds must include the following language:

The intent of this instrument is to permanently combine the lots included in the legal description to allow them to be treated as one lot for the purposes of building permits and zoning. The lot(s) may not be separated unless approved by the City of Rolla.

**Vacation** of rights-of-way or easements requests are considered by city staff. Vacations may be included with a subdivision application or considered separately. A decision by staff to not pursue vacation may be appealed to the Planning and Zoning Commission.

### **Acknowledgement and Authorization:**

The owner(s) understand and agree that the application will be placed on hold until a complete application and all required items on the checklist are received. The owner(s) understand and agree to permitting employees of the City of Rolla to enter the subject property for purposes of posting a yard sign(s), retrieving the yard sign(s), taking photographs of the property/building(s), and investigating the property for pertinent information related to the request. Should ownership of the property change after the application is submitted, authorization is required from the new owner to continue with the review of the request, or the request will be withdrawn from consideration. The undersigned understands that a full refund may be issued if the request is withdrawn within three (3) business days after the application; a partial refund may be considered if the request is withdrawn prior to the hearing.

Property Owner(s):

Applicant/Agent (If Different From Owner)

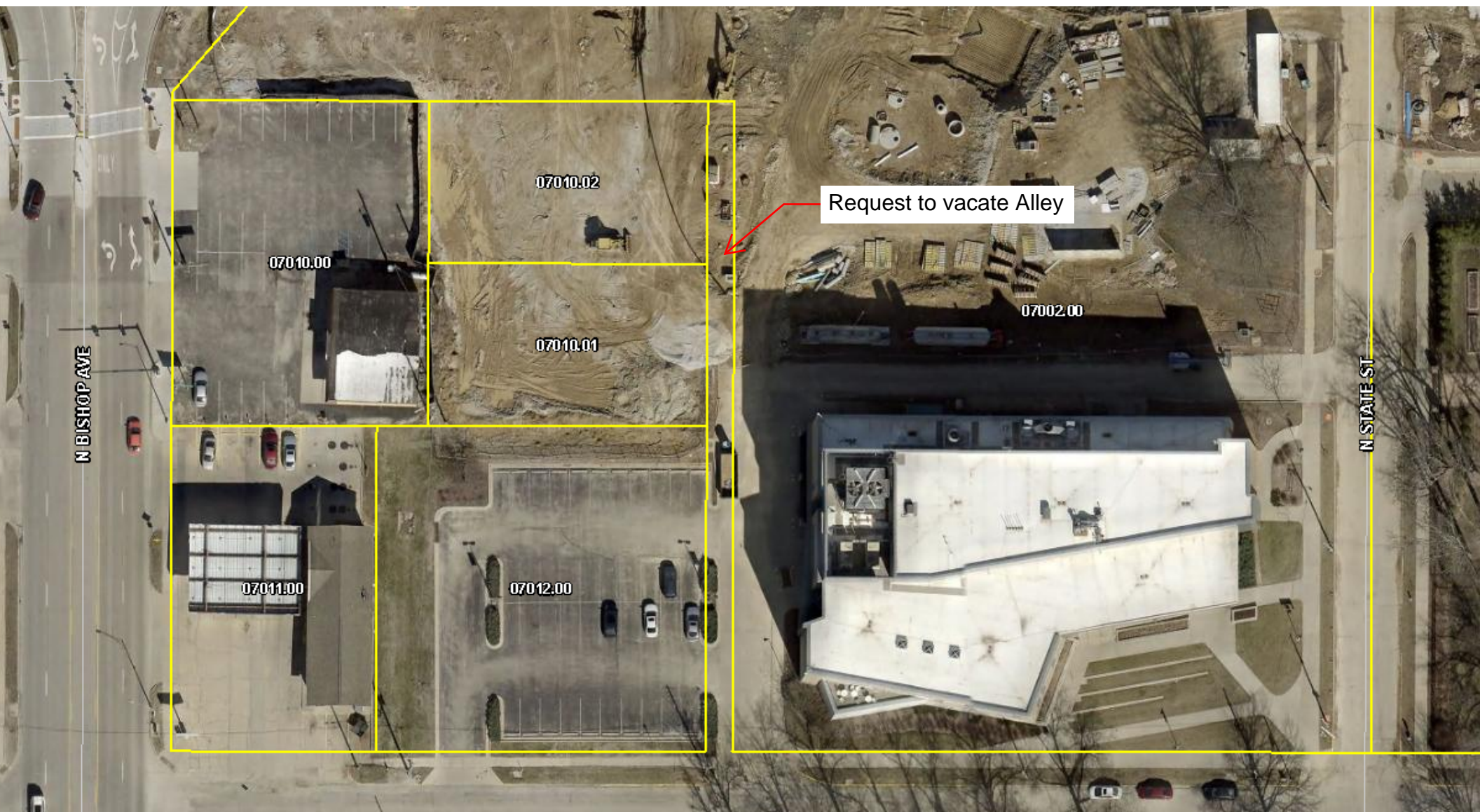
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Sign Print

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N BISHOP AVE

N STATE ST

07010.00

07010.02

07010.01

07011.00

07012.00

07002.00

Request to vacate Alley