CITY OF COLLEGE STATION
Home of Texas A&M University®

FOR OFFICE USE ONLY	
CASE NO.:	_____
DATE SUBMITTED:	_____
TIME:	_____
STAFF:	_____

ADMINISTRATIVE ADJUSTMENT APPLICATION

MINIMUM SUBMITTAL REQUIREMENTS:

- ☐ $100 Administrative Adjustment Application Fee.
- ☐ Application completed in full. This application form provided by the City of College Station must be used and may not be adjusted or altered. Please attach pages if additional information is provided.
- ☐ Additional materials may be required of the applicant such as site plans, elevation drawings, sign details and floor plans. The Administrator shall inform the applicant of any extra materials required.

Date of Optional Preapplication Conference _____

NAME OF PROJECT _____

ADDRESS _____

LEGAL DESCRIPTION (Lot, Block, Subdivision) _____

APPLICANT/PROJECT MANAGER'S INFORMATION (Primary contact for the project):

Name _____ E-mail _____

Street Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Fax Number _____

PROPERTY OWNER'S INFORMATION (Please attach an additional sheet for multiple owners):

Name _____ E-mail _____

Street Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Fax Number _____

CURRENT ZONING _____

APPLICABLE ORDINANCE SECTION:

_____

ADMINISTRATIVE ADJUSTMENT REQUEST

1. The following specific adjustment (up to 10%) from the ordinance requirements is requested:

2. This adjustment will not be contrary to the public interest by virtue of the following facts:

3. The granting of the adjustment will not materially or adversely affect adjacent land uses or the physical character of the uses in the immediate vicinity because of the following:

4. The granting of the adjustment will be consistent with the purpose and intent of the Unified Development Ordinance because of the following:

The applicant has prepared this application and certifies that the facts stated herein and exhibits attached hereto are true, correct, and complete.

Signature and title

Date