



**MASTER APPLICATION: USE THIS FORM FOR ALL DEVELOPMENT APPLICATIONS**

| Part 1. APPLICATION FOR (Please check all applications being submitted with this Master Application Form) |   |   |
|---|---|---|
| <input type="checkbox"/> <b>Administrative Adjustment</b>   | <input type="checkbox"/> <b>Demolition Review</b>               | <input type="checkbox"/> <b>Historic Property Hardship Modification</b> |
| <input type="checkbox"/> <b>Amendment to Zoning Map or USDO Text</b>                                      | <input type="checkbox"/> <b>Design Review of Tall Buildings</b> | <input type="checkbox"/> <b>Lot Modification</b>                        |
| <input type="checkbox"/> <b>Area Variance</b>   | <input type="checkbox"/> <b>Development Plan Review</b>         | <input type="checkbox"/> <b>Wall Display Application</b>                |
| <input type="checkbox"/> <b>Certificate of Appropriateness</b>  | <input type="checkbox"/> <b>District Plan</b>                   | <input type="checkbox"/> <b>Special On-Premises Sign Program</b>        |
| <input type="checkbox"/> <b>Conditional Use Permit</b>  | <input type="checkbox"/> <b>Floodplain Variance</b>             | <input type="checkbox"/> <b>Other: _____</b>                            |

| Part 2. Brief Description of Proposed Project / Activity |
|--|
|  |

| Part 3. Property Information  |                            |
|-------------------------------|----------------------------|
| Project Name (if applicable): |                            |
| Project Address:              |                            |
| Tax Identification No.:       | Lot Size (sq. ft.):        |
| Zoning District:              | Abutting Zone District(s): |

| Part 4. Property Owner Information |        |
|------------------------------------|--------|
| Property Owner(s) Name(s):         |        |
| Mailing Address:                   |        |
| Phone No.:                         | Email: |

| Part 5. Applicant Information (if different than property owner) |        |
|--|--------|
| Applicant Name:  |        |
| Mailing Address:   |        |
| Phone No.:   | Email: |

| Part 6. Project Engineer/Surveyor Information (if applicable) |                            |              |
|---|----------------------------|--------------|
| Company Name:   | Engineer or Surveyor Name: | License No.: |
| Mailing Address:  |                            |              |
| Phone No.:  | Email:                     |              |

| Part 7. Project Architect Information (if applicable) |                 |              |
|---|-----------------|--------------|
| Company Name:   | Architect Name: | License No.: |
| Mailing Address:                                      |                 |              |
| Phone No.:  | Email:          |              |

| Part 8. Authorized Agent for this Application |        |
|---|--------|
| Authorized Agent Name:                        |        |
| Mailing Address:                              |        |
| Phone No.:                                    | Email: |

| Part 5. Property Owner Consent (Check the box below that applies to this application and sign in the space indicated below)   |                        |       |
|---|------------------------|-------|
| <input type="checkbox"/> I am the Owner and have no other agent or representative authorized to represent me in this and other corresponding applications subject to review under the USDO. I understand the application must be complete and accurate prior to a hearing being scheduled, if required, or a decision being made. I grant the City of Albany Department of Planning and Development permission to access the property for inspection. |                        |       |
| <input type="checkbox"/> I hereby authorize the above listed Applicant and/or Agent to represent me in this and other corresponding applications subject to review under the USDO. I understand the application must be complete and accurate prior to a hearing being scheduled, if require, or a decision being made. I grant the City of Albany Department of Planning and Development permission to access the property for inspection.           |                        |       |
| Print Owner Name(s):  | Owner(s) Signature(s): | Date: |