



**PETITION FOR RELIEF FROM KELLER BEACH SANITARY SEWER (KBSS)
 MORATORIUM**

Application Submittal Checklist

The following materials are required **at minimum** to submit an application for Petition for Relief from the KBSS Moratorium. Additional materials may be required by the Director of Planning and Building Services, at their discretion, depending on the complexity of the project.

- PLANNING APPLICATION FORM**
- PLANNING REVIEW FEES**
- PROOF OF PERMIT APPLICATION SUBMITTED TO AND RECEIVED BY CITY FOR CONSTRUCTION OF A PROJECT REQUIRING A KBSS CONNECTION DATED ON OR BEFORE FEBRUARY 21, 2023**
- PETITION FOR RELIEF FROM KBSS MORATORIUM STATEMENT**

The Request for Relief Statement (“Request”) shall identify the Applicant’s name, address, and affected permit application number. The Request shall also state how the Moratorium, as applied to the Applicant, would affect Applicant’s project (“Project”) regarding (but not limited to):

1. Reasonable, investment-backed expectations;
2. Reasonable, economic use of subject property;
3. The timing and impact of adding the KBSS connection; and
4. Whether the impacts to the Project are reasonable under the circumstances.

- PLANNING DIVISION USE -	
Project:	Notes:
Location	
Staff:	
Date:	