



**BUILDING SAFETY DEPARTMENT**

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**SPECIAL EXCEPTION APPLICATION**

**For Conditional Use/Expansion of Building (nonconforming as to use)**

**INSTRUCTIONS:** Type or print in **Black Ink** only. Use additional sheets if necessary. Owner/Applicant must submit **three (3)** accurate copies of the request.

\_\_\_\_\_ requests the following:  
Owner    **or**    Applicant

Conditional Use (**\$150.00**)

Expansion of Building (Nonconforming as to use) (**\$150.00**)

Height \_\_\_\_\_ Area \_\_\_\_\_ Front yard \_\_\_\_\_

Side yard \_\_\_\_\_ Rear yard \_\_\_\_\_ Other \_\_\_\_\_ in order to allow

\_\_\_\_\_ on Lot(s): \_\_\_\_\_,

Block(s): \_\_\_\_\_, in Subdivision/Addition \_\_\_\_\_

Zoned: \_\_\_\_\_ and located at \_\_\_\_\_.

Present use of the property is \_\_\_\_\_

What is the reason for the request of this special exception (in terms of your own plans)? \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Physical address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

\_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Applicant's Signature

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**FOR PLANNING STAFF ONLY**

**Date of application:** \_\_\_\_\_ **Receipt #:** \_\_\_\_\_

**Meeting date:** \_\_\_\_\_ **Time: 3:00 p.m.** **Place: Assembly Room**