

Application Received: _____

Zoning Compliance: _____

Building Official Review: _____

Fee Paid: _____

SPECIAL LAND USE APPLICATION

(Please complete the application in full)

An application for a special land use permit shall be made to the Zoning Administrator and shall include ten (10) site plans, a completed application form and payment of a \$250 application fee, which is non-refundable. The application and all attachments must be received 30 days in advance of the meeting. The Planning Commission meets the 2nd Wednesday of the month at 6:00 p.m.

The Planning Commission will conduct a public hearing. Notification will be delivered to all persons whom real property is assessed within three hundred (300) feet of the boundary of the property in question and shall be published in a newspaper. After the public hearing, the Planning Commission may approve, approve with conditions, or deny the special land use request. Due to the potential objectionable, detrimental or sensitive nature of certain special land uses, a two-tiered classification system shall be used to provide additional safeguards prior to special land use approval. If your project is determined by the Zoning Administrator to be a Level 2 request, the Planning Commission will conduct the public hearing and the City Council will be required to approve the special land use. It is not necessary for City Council to conduct a public hearing.

A special land use permit, including conditions imposed, shall run with the land for which the permit is granted and shall be binding upon subsequent owners and all occupants of the subject land. If approved, the special land use must be under construction or in operation within one (1) year after the date of approval. The Planning Commission shall have the authority to revoke any special land use approval after it has been shown (after a public hearing) that the holder has failed to comply with any requirements in Chapter 17 of the City's Zoning Ordinance.

SPECIAL LAND USE APPLICATION

Applicant: _____ Date: _____

Mailing Address: _____

Phone Number: _____ (daytime) _____ (evening)

Address for consideration: _____

Parcel # 61-23-_____ Lot size/property size in acres _____

Provide a Site Plan to include the following:

- The applicant's name.
- North Arrow.
- A drawing of the subject site, lot, etc. with property line dimensions.
- The size and location of existing buildings and specific uses on the site.
- Building footprints, setbacks, elevations and building height.
- You may also include photographs or other exhibits if you feel they aid in clarifying your request.

Please answer the following:

1. How does the proposed use affect the character of the general vicinity?

2. Will the proposed use be adequately served by public services and facilities?

Yes

No (please explain)

3. Will the proposed use impact any persons, property or the general welfare due to traffic, noise, smoke, fumes, glare or odors.

Yes, please explain

No

4. If proposed in a residential district, will the use be compatible with the surrounding residential neighborhood?

Yes

No, please explain

By responding to the above questions, the Planning Commission shall have the information it needs for conducting a thorough review of your request. The complete text of the General Standards may be obtained from the Zoning Administrator.

Staff recommends that a representative be present at the meeting where a public hearing will be conducted.

ACKNOWLEDGEMENT AND CERTIFICATION:

It is hereby acknowledged that the applicant(s) has fully read and completed the above application. It is also understood that any approval of the Special Use Permit involving site improvement use and/or construction does not relieve the applicant from obtaining other applicable authorization (for example: site plan approval, building and safety approval, etc.)

Signature of Applicant

Date

Company Name & Address if applicable

Signature of Applicant

Date

Signature of Owner if different than applicant

Date