

No. _____

\$ 115 . 00 FEE

CONDITIONAL USE APPLICATION

NOTE: This application shall not be altered by an applicant except that additional sheets may be attached where there is insufficient space provided to complete the required information. Additional supporting material may accompany the application at the applicants discretion. No section of the application can be waived without written justification, and such justification is deemed sufficient to warrant a waiver by the Department of Public Works.

PLEASE TYPE OR PRINT NEATLY

APPLICANT'S NAME: _____ DATE: ____/____/____

ADDRESS: _____ PHONE: (____) _____

CITY: _____ STATE: _____ ZIP: _____

STATUS OF APPLICANT: _____
(Owner, renter, potential owner, etc.)

OWNER (If not applicant): _____

ADDRESS: _____ PHONE: (____) _____

CITY: _____ STATE: _____ ZIP: _____

NOTE: If the property owner(s) is (are) not the applicant(s), a notarized statement signed by the owner(s) which states that they have no objection to the proposed conditional use shall be attached to this application.

EXISTING LAND USE: _____

LOCATION OF PROPOSED CONDITIONAL USE: _____
(Address)

DESCRIPTION OF PROPOSED USE: _____

NOTE: The applicant shall provide a clear, concise written description of the proposed conditional use. It is the specific intent of this requirement that this description will provide the City an accurate definition of all major activities and operations of the proposed use. Use more paper if necessary.

TIME SCHEDULE FOR DEVELOPMENT: _____

SITE AND STRUCTURES:

	<u>EXISTING</u>	<u>PROPOSED</u>
Total Site Area (sq. ft.):	_____	_____
Structure Coverage (sq. ft.):	_____	_____
Parking Area (sq. ft.):	_____	_____
Parking (spaces):	_____	_____
Unobstructed Open Space (sq. ft.):	_____	_____

Will the proposed conditional use conflict with any covenants internal to the property? _____

ADDITIONAL MATERIALS LIST:

Additional materials, written or graphic, may be required if deemed necessary by the Planning Commission or City Council to accurately determine the conformance of the particular conditional use application with the stated intent of this Chapter, the City Code and the Master Plan; including but not limited to:

_____ Name, business address, telephone number; and, if applicable, the seal and license number of surveyor, engineer, or architect responsible for plan preparation.

_____ Location, building height, building outline and proposed use of each existing building to be retained and all new structures proposed for the site.

_____ Adjacent (within 300 feet), and included public rights-of-way, curb, gutter, sidewalk and paving.

_____ Existing and proposed utility easements, type, location and dimensions, to include the nearest fire hydrant.

_____ Location, dimensions and layout, as applicable, of existing and proposed curb cuts, driving lanes, off-street parking and loading areas, outdoor storage and trash disposal facilities.

_____ Site drainage including, but not limited to, location of drainageways, 100 year floodplain, proposed and existing drainage facilities, and other documentation necessary to show all runoff on the site.

_____ Location, dimensions, materials and layouts of all signs.

APPLICANT'S SIGNATURE: _____ DATE: ____/____/____

PROPERTY OWNER'S SIGNATURE: _____ DATE: ____/____/____

NOTE: THE APPLICANT OR A REPRESENTATIVE MUST BE PRESENT AT THE PLANNING COMMISSION MEETING. IF NO ONE IS PRESENT, THE REQUEST WILL BE EITHER DENIED OR TABLED UNTIL THE NEXT MEETING.

FOR DEPARTMENT USE ONLY

APPLICATION FEE: \$115.00 PAID: ____/____/____ FEE RECEIPT #: _____

LEGAL DESCRIPTION OF PROPERTY: _____

ZONING DISTRICT: _____

RECEIVED BY: _____ DATE: ____/____/____

ISSUED PERMIT #: _____ DATE: ____/____/____

