



APPLICATION FOR CONDITIONAL USE

BOARD OF ZONING APPEALS

Specifically listed conditional uses are provided within the zoning district regulations in recognition that such uses, although often desirable, will more intensely affect the surrounding area in which they are located than the permitted uses of such zoning districts.

The intent of this section is to set forth the development standards and criteria for locating and developing a conditional use in accordance with the nature of the surrounding area, conditions of development, and with regard to appropriate plans.

1. APPLICANT INFORMATION	
Applicant Name:	
Applicant Mailing Address:	
Phone:	Email:

2. PROPERTY INFORMATION	
Address of Property:	
Parcel #:	Zoning District:
Proposed Use:	

Eight copies of a provided application must be submitted. In addition, the following information shall accompany the application of appeal:

- (1) Description of property and intended use. The application shall include the following statements:
 - A. A legal description of the property.
 - B. The proposed use of the property.
 - C. A statement of the necessity or desirability of the proposed use to the neighborhood or community.
 - D. A statement of the relationship of the proposed use to adjacent property and land use.
 - E. Such other information regarding the property, proposed use or surrounding area as may be pertinent to the application or required for appropriate action by the Board of Zoning Appeals.

- (2) Plot plan. The application shall be accompanied by eight copies of a plot plan, drawn to an appropriate scale, clearly showing the following:
 - A. The boundaries and dimensions of the lot.
 - B. The size and location of existing and proposed structures.

Cont. on Page 2



- C. The proposed use of all parts of the lot and structures, including access ways, walks, off-street parking and loading spaces, signage, lighting, and landscaping.
 - D. The relationship of the proposed development to the applicable development standards and other requirements of the Zoning Ordinance.
 - E. The use of land and location of structures on adjacent property
- (3) A list containing the names and mailing addresses of all owners of property within 250 feet of the parcel at issue.

Failure to appear during scheduled Board of Zoning Appeals hearing means the application will be deemed dismissed or withdrawn by the applicant.

Incomplete applications will not be accepted for review by the Zoning Inspector.

I certify that the information contained in this application and its supplements is true and correct.

Applicant Signature Date

FOR ZONING STAFF	
Date Submitted:	Application #:
Date of BZA Hearing:	
BZA Decision:	
Conditions:	

Zoning Inspector Signature Date