

**REQUEST FOR CONDITIONAL USE (SPECIAL EXCEPTION)**

**APPLICATION**

Name of Applicant: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Current Zoning District: \_\_\_\_\_

(Please circle YES or NO)

DOES THE PROPERTY HAVE RESTRICTIVE COVENANTS?      YES    NO

(If YES, please attach a copy of restrictive covenants)

HAS THERE BEEN A PREVIOUS REQUEST FOR ANY ZONING ACTIONS AT THIS PROPERTY BEFORE?  
YES    NO (If YES, please attach a copy of all decisions made by the Planning Commission and Board of Supervisors)

**Requirements of Applicant:**

- 1. Letter stating reason for conditional use
- 2. Copy of the written legal description
- 3. Site plan of property

**Requirements for Granting a Conditional Use Permit: (Section 2405.01- Zoning Ordinance)**

**A.** Ingress and egress to property and proposed structures thereon with particular reference to vehicular and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe. **B.** Off-street parking and loading areas. **C.** Refuse and service areas. **D.** Utilities, with reference to locations, availability, and compatibility. **E.** Screening and buffering with reference to type, dimensions, and character. **F.** Required yards and other open space. **G.** General compatibility with adjacent properties and other property in the district. **H.** Any other provisions deemed applicable by the Board of Supervisors.

Applicant shall be present at the Planning Commission meeting. Documents shall be submitted thirty (30) days prior to the Planning Commission meeting. **Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.**

By signing this application, it is understood that permission is given to the Zoning Administrator to have a sign erected on subject property, given notice to the public that said property is being considered for conditional use.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

