



APPLICATION FOR
CONDITIONALLY
PERMITTED USE

All applications to be submitted typed or legibly written in blue or black ink.

Applicant (Person or Organization to whom the license will be granted.)

Full Legal Name: _____ Phone: _____
Address: _____ Email (optional): _____

Property Owner

Full Legal Name: _____ Phone: _____
Address: _____ Email (optional): _____

Please list the Location (address) and Description (Tax Map Number, Parcel, and Lot):

Description

Under the terms and conditions indicated in Article 1359 of the Zoning Ordinance, application is hereby made for a Conditional Use pursuant to Article _____ to allow the following:

The following exhibits are to be attached and made part of this application:

- Site Plan of Real Estate involved (if applicable): **Drawn to Scale** with scale shown, with the direction of North clearly indicated on the drawing, showing all boundary lines and placement of existing and/or proposed structures, and with all dimensions shown (setbacks, buildings, etc).
- Valid State or Federal Photo ID.
- Treasurers Receipt for One Hundred Sixty Dollars (**\$160.00**) filing fee for each Conditional Use sought.

All of the above documentation is to be submitted to the Planning Commission office by _____.
Incomplete documentation will delay applicants review by the Board of Zoning Appeals.

Notice of Procedure

I/We, the undersigned am/are aware that the Board of Zoning Appeals will hold a public hearing on the request for a Conditional Use on Tuesday, _____ at **5:30pm** in City Hall Council Chambers. It is my responsibility to attend (or send a representative/agent) to this meetings to present plans and to answer any questions regarding the request for a Conditional Use.

Signature of Applicant (include title if applicable) Date

Signature of Property Owner (Required) Date

<p>For Office Use: Received: _____ Staff Initials: _____</p>

Attachment A& B



Attachment A

In making its decision to approve or deny a request for Conditional Use, the Board of Zoning Appeals must consider the following six issues. Please provide a written statement how the proposed Conditional Use will affect each of these considerations.

1. Effect upon the Comprehensive Plan. (Available online or from the Planning and Zoning Office)
2. Public health, safety, morals, and general welfare.
3. Potential injury to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted.
4. Effect upon the normal and orderly development and improvement of surrounding property for uses already permitted in the District.
5. Adequate provisions for utilities, access roads, drainage, and other necessary facilities.
6. Adequate ingress and egress so designed to minimize traffic congestion in the public street.



Attachment B (If applicable)

Additional requirements pertaining to the Conditional Use may exist in the City of Huntington Zoning Ordinance. These additional requirements may exist within the General Regulations, specific districts to include overlay districts, or other articles of the ordinance. Please consult with the Planning and Zoning Office to help identify these additional requirements.

Please list all Article and Section numbers pertaining to this Conditional Use and give a brief description as to how each of the requirements shall be met.

Article _____
Brief description of requirement: _____

How will the requirement be met: _____

Article _____
Brief description of requirement: _____

How will the requirement be met: _____

Article _____
Brief description of requirement: _____

How will the requirement be met: _____
