



PORTABLE BUILDING GREATER THAN 10' X 12'

CONDITIONAL USE PERMIT APPLICATION

(Please print or type)

Application Date ____/____/____

PHONE NO.: _____

Applicant (first) (initial) (last)

Mailing Address (city) (state) (zip)

PHONE NO.: _____

Property Owner (first) (initial) (last)

Mailing Address (city) (state) (zip)

Property Location (street address)

Property Legal Description (if metes and bounds, attach survey of the property) (subdivision) (block) (lot)

Current use of property

Proposed use of property

TERM OF PERMIT: ____ 1 YEAR ____ MORE THAN 1 YEAR (requires City Commission approval)

SITE PLAN (attach a drawing of the property showing the following)

- Scale, north arrow, legal description of property
Location and height of all structures
Setback from property lines and between structures
Proposed changes and uses
Landscaping and fencing of yard
Off-street parking and loading
Driveway location & design
Location, type, height and lighting of all signs

(Applicant signature) (date) (Property owner signature) (date)

GENERAL INFORMATION

NOTIFICATION AND PUBLIC HEARING: Property owners within 200' of the subject property shall be notified within at least 10 working days of the Planning and Zoning Commission public hearing.

APPEALS PROCEDURE: Any decision of the Planning and Zoning Commission may be appealed to the City Commission by presenting a petition to the City Commission within 10 days after the decision of the Planning and Zoning Commission and specifying the grounds for the appeal.

CANCELLATION: A conditional use permit is automatically cancelled if not used within 6 months.

REVOCAION: A conditional use permit may be revoked by the Planning and Zoning Commission at a public hearing upon failure of the applicant to remedy a violation of the conditions of the permit within a specified time period (10 to 30 days) as specified in a written notice to the applicant by the Code Enforcement Officer or Building Inspector.

RENEWAL PERIOD: A conditional use permit shall expire within 1 year unless otherwise specified by the Planning and Zoning Commission. Application for renewal of a permit shall be made prior to 20 days before permit expiration.

DEFINITIONS / COMMENTS

Portable Building - A temporary building that does not have a foundation and is transportable. Portable buildings less than 10' X 12' are permitted within all zoning districts. Portable buildings for storage and non-storage purposes are permitted uses within all residential districts.

APPLICATION FILING FEE: \$150.00 One Year \$150.00 APPEAL \$225.00 Life of the Use
 cash/check # _____ Amount paid _____

ZONING DISTRICT REQUIREMENTS

REQUIRED ZONING DISTRICT: C-1 TO I-2
 REZONING REQUIRED: _____ NO
 SETBACKS: FRONT _____ SIDE _____ REAR _____
 MINIMUM LOT SIZE: _____

CURRENT ZONING DISTRICT:
 _____ YES, attach rezoning application
 MAXIMUM HEIGHT: _____

CONDITIONAL USE REQUIREMENTS

The proposed use meets all the minimum standards established in applicable city ordinances; and will not be detrimental to the health, welfare and safety of the surrounding neighborhood or its occupants, nor be substantially or permanently injurious to neighboring properties.

GENERAL REQUIREMENTS:

1. No form of pollution shall emanate beyond the immediate property line of the permitted use.
2. Additional reasonable restrictions or conditions such as increased open space, loading and parking requirements, suitable landscaping, curbing, sidewalks or other similar improvements may be imposed in order to carry out the spirit of the Zoning Ordinance or mitigate adverse effects of the proposed use.

SPECIFIC REQUIREMENTS:

1. Portable buildings shall not be used for living quarters.
2. Portable buildings shall be located in such a manner as to have access to a public right-of-way within 200'.
3. Portable buildings approved for occupancy shall be connected to an approved water distribution and sewage disposal system.
4. Portable buildings shall be provided with garbage and trash collection services.

DEPARTMENTAL REQUIREMENTS

REQUIRED CONDITIONS	DEPARTMENT	MONTH/DAY
Complies with regulations	Health Inspection	/
Meet standard requirements	Fire Inspection	/
Subject to section 138-118 ()	Planning	/
Permit #	Building/Electrical/Plumbing	/
	Other	/

CITY BOARD REQUIREMENTS

PLANNING & ZONING COMMISSION DATE ____ / ____ / ____ APPROVED _____ DISAPPROVED _____ 1 YEAR _____ OTHER _____
 REQUIRED CONDITIONS: _____

CITY COMMISSION DATE ____ / ____ / ____ APPROVED _____ DISAPPROVED _____ 1 YEAR _____ OTHER _____
 REQUIRED CONDITIONS: _____

ACKNOWLEDGEMENT AND AGREEMENT TO CONDITIONS

Note: Approval of this permit does not constitute approval to construct, alter or repair. Appropriate building permits must be obtained. The foregoing is a true and correct description of the existing conditions and contemplated action and I will have full authority over the operation and/or construction of same, and hereby agree to comply with all ordinances of the City and applicable Deed Restrictions and assume all responsibility for such compliance. I further agree to discontinue any violations of the conditions of the permit upon notice given to me or anyone in charge of the above property by the Code Enforcement Officer. If the permit is revoked I agree to cease operation of the use upon notification of revocation. I understand that any violation of this ordinance is subject to a Five Hundred Dollar (\$500.00) fine for each day of violation. **Please note that approval of this permit may result in a higher sanitation rate on your utility bill.**

 (Applicant signature)

 (date)

In consideration of the above application, a permit is hereby granted for the above action conditioned upon the terms and specifications set forth above, and the faithful observance of all provisions of the City Building Code, Zoning Ordinance, and all other ordinances applicable to the same.

 City Manager (or Agent)

 (date)