

Special Use Permit & Zoning Certificate Application

Office Use Only				Temp E911:		
Tracking Number	Date Received	Fee Paid	Date of BoA Review	Date Recorded	Date Permit Expires	Section/Township

Application must be accompanied by two complete site plans and all required accompanying material, before the special use permit application is accepted. Additional information will be required for structures within flood hazard areas, or upon request of the Board of Adjustment. In addition, please attach any additional information that you believe will be helpful in reviewing your application. Private wastewater treatment must be addressed to the satisfaction of the Environmental Health Officer before any zoning certificate is issued.

Please Print All Information.

1. Owner Information (Customer 1)			2. Contractor/Developer Information (Customer 2)		
First Name		Last Name	First Name		Last Name
Company Name			Company Name		
Address			Address		
City	State	Zip	City	State	Zip
Phone Number (area code)	Fax or E-mail	Cell Phone	Phone Number (area code)	Fax or E-mail	Cell Phone
3. Type of Submittal (Check all that apply).		4. Project Information			
<input type="checkbox"/> New Special Use <input type="checkbox"/> New Accessory <input type="checkbox"/> Addition/Expansion <input type="checkbox"/> Floodplain Development <input type="checkbox"/> Use Change <input type="checkbox"/> Revision Previous Permit #:		Location, Number & Street of project (if unknown, indicate nearest road): _____ Legal Description:			
5. Zoning District:		6. Road Frontage (ft):		7. Parcel Area (acres):	
8. Services or Products Offered (Attach additional pages, if necessary)			9. Type of Machinery Used (Attach additional pages, if necessary)		
10. Employee Information <input type="checkbox"/> Not Applicable					
Total # of Employees:			Max. # of Employees per Shift:		
11. Proposed Structure/Expansion #1 <input type="checkbox"/> Not Applicable			Fee Paid:		
Type:	Structure Width (ft):		Structure Depth (ft):		Structure Height (ft):
Proposed Use:			Total Area (sq ft):		Est. Cost:
12. Proposed Structure/Expansion #2 <input type="checkbox"/> Not Applicable			Fee Paid:		
Type:	Structure Width (ft):		Structure Depth (ft):		Structure Height (ft):
Proposed Use:			Total Area (sq ft):		Est. Cost:
13. Existing Structures <input type="checkbox"/> Not Applicable			Fee Paid (Use Change):		
Structure Type	Current Use		Proposed Use Change <input type="checkbox"/> Not Applicable		
hereby attest the truth and accuracy of all facts and information presented on this application and site plan, and that such use or structure shall be constructed, reconstructed, modified and/or used in accordance with local, state and federal law.			It is unlawful to start construction, including permanent construction and construction preparation, or change use of an existing structure prior to issuance of a zoning certificate.		
Applicant Signature:		Date:			
Property Owner Signature:		Date:			