

APPLICATION FOR CONDITIONAL USE
CITY OF SPRINGDALE, ARKANSAS

1. APPLICANT: _____
Address: _____

Phone: _____ Profit: _____ Non-Profit _____
2. Property Location (street address or layman's description):

3. Record Title Holder of Property: _____
(A copy of the warranty deed should be attached as Exhibit "A")
4. Use Unit requested _____ in _____ Zoning District.
5. Description of the conditional use sought and the reasons why it should be approved:

6. What effects would the proposed conditional use have on the character of the neighborhood and residents?

7. If the conditional use is to only a portion of the land described on the warranty deed, then an accurate legal description provided by a copy of a recent survey certified by a registered land surveyor will be required.
8. The applicant shall be responsible for providing the name and address of all adjacent property owners. This must be a certified list by a licensed abstractor or licensed land surveyor within the past sixty (60) days.
9. All adjacent property owners are to be notified by certified mail, return receipt requested at least ten (10) days prior to the Planning Commission meeting. The applicant must provide evidence in the form of a signed affidavit, that notice has been given to all adjacent property owners subject to the conditional use.

10. Attach a site plan for the proposed conditional use. A site plan shall apply to all conditional uses as specified in each of the zoning districts.

Signature of Record Property Owner(s)

Signature of Applicant

Date: _____

Date: _____

VERIFICATION

I/We, the undersigned, herewith state on solemn oath that we have read the attached application for a conditional use permit and that all the facts, statements, and allegations therein contained are true and correct to the best of my knowledge and belief and that complete disclosure of all material facts have been made.

State of Arkansas)
) ss.
County of _____)

SUBSCRIBED AND SWORN TO before me, a Notary Public, this the _____ day of _____, 20_____.

Notary Public

My commission expires: _____

NOTICE OF PUBLIC HEARING BEFORE THE
SPRINGDALE PLANNING COMMISSION
ON AN APPLICATION FOR CONDITIONAL USE

To All Owners of land lying adjacent to the property at:

Location: _____

Owned by: _____

NOTICE IS HEREBY GIVEN THAT an application has been filed for conditional use of the above property requesting use as _____

If approved, the conditional use will occur only upon the property described above.

The Purpose of this request is to:

A public hearing on said application will be held by the Springdale Planning Commission in the Council Chambers at the City Administration Building, 201 Spring Street, on _____, 20_____
at _____ p.m.

All parties in interest may appear and be heard at said time and place or may notify the Planning Commission of their views on this matter by letter. All persons interested in this request are invited to call or visit the Planning Office, Room 200 City Administration Building, 201 Spring Street, 750-8588, and to review the application and discuss same with the Planning Staff.

AFFIDAVIT

I hereby certify that I _____
Print or type name

acting as agent/owner, have provided notice to affected parties in accordance with the requirements set forth in the instruction given with the conditional use application and that the notice information provided is to the best of my knowledge true and factual. I am hereby enclosing the following supporting documents: copies of the notice, mailing receipts, return cards and any notices that were undeliverable.

Name: _____

Date: _____

CHECKLIST

	Fee (<u>\$175.00 Rezoning</u> / <u>\$75.00 Conditional Use</u>)
	Petition (Signed and Notarized)
	Authorization of Representation
	Warranty Deed
	Survey & Legal Description (Portion of Land Only)
	Drawing
	Certified List of Adjacent Owners
	Notice to Adjacent Owners
	Affidavit of Mailing
	White Mail Receipts (Original)
	Green Returns (Original)
	Authorization of Signatures (signing on behalf of business or corporation)
	Site Plan
	Day Care (Attachment A)
	<i>Legal</i>