

**CITY OF FORT PAYNE, ALABAMA
CONDITIONAL USE APPLICATION**

The applicant shall submit a complete application, including supplemental information, to the Secretary of the Board, at least **twenty one (21) days prior to the meeting at which the Board is to hear the conditional use request.

**If applicant is not the owner of the subject property, the owner shall stipulate in a letter to the Board, that the applicant is so authorized.

**The property owner and adjacent property owners shall be notified by mail, at least two weeks prior to the hearing for this conditional use.

Each Conditional Use Application Shall Be Accompanied By:

1. A non-refundable application fee of \$250.00
2. A vicinity map showing location of the site in relation to the surrounding area & zoning of the site & adjacent property.
3. A legal description of the property.
4. A site plan, drawn to scale, showing: The location, use and dimensions of all existing & proposed structures; points of ingress and egress to the property; all public and private roads; off-street parking and loading areas; buffers and greenbelts; and signs.

**A Conditional Use Application for a Mobile Home Park shall be accompanied by a site plan and supplementary information as required in Article V of this Zoning Ordinance.

5. Any supplemental information which will assist the Board in reviewing the conditional use request.

OWNER / APPLICANT INFORMATION

Property Owner(s): _____

Address: _____

Applicant: _____

Telephone: Work: _____ Home: _____

Signature: _____

SUBJECT PROPERTY INFORMATION

Address: _____ Zone: _____

Lot: _____ Block: _____ Subdivision _____

Explanation of Conditional Use Request:

Date Filed: _____ Date of Notice: _____ Date of Hearing: _____

Fee Paid: _____ Receipt No.: _____ Date Paid: _____

Decision of Zoning Board of Adjustments: Approved: _____ / Denied: _____