



Case No. _____
Date: _____

SPECIAL USE PERMIT APPLICATION

Application fee: \$50.00 (non-refundable)

By virtue of this application, the undersigned owner(s) hereby request Special Use approval for the subject property as described below.

1. Owner's Name: _____ Phone: _____

Address: _____ City/State/Zip: _____

Owner's email: _____

2. Owner's Agent: _____ Phone: _____

Address: _____ City/State/Zip: _____

Agent's email: _____

3. Legal description of subject property: (City Lot #): _____

(Address): _____

4. Area under consideration for a Special Use: _____ acres.

5. Existing zoning: _____

6. Existing use: _____

Proposed use: _____

7. Supporting Information: The owner/agent must:

A. Four (4) copies of a plan of the of the proposed development for special use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, landscaping, refuse and service areas, utilities, signs, yards, schedule of development, and such other information as may be required to determine if the proposed rezoning meets the intent and requirements of this ordinance. See Chapter 1294 of the Zoning Ordinance of Miamisburg, Ohio. In addition to the four (4) hardcopies submitted, also provide an electronic copy to the plans reviewer.

B. Project Narrative Statement describing, in detail, the proposed development and use of the property. Include operational details such as hours of operation, employee count, traffic patterns, delivery schedules, breakdown of interior spaces, and any other pertinent information necessary to fully understand the scope of the business.

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C. List all those persons (including current addresses) having an interest in the subject property whose consent is required to authorize the processing of this application.

NAME (please print)

ADRESS

D. Attach a list of names and addresses of **all** property owners within **200'** of the subject property.

NOTE: The Fee (\$50.00) for this application is non refundable.

The owner(s) and/or the owner's agent certify that the information contained herein, and any information provided as exhibits herewith, is correct. The owner(s) also by virtue of this request grants to those public officials/staff responsible for the review of this application, permission to inspect the subject property.

Signature of Agent: _____ Date: _____

Signature of Owner: _____ Date: _____

Sworn to and subscribed before me this _____ day of _____, 20____.

Notary Public



Fee: _____

Received by: _____

Action by Planning Commission: _____

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