

### Conditional Use Permit (CUP) Application Worksheet

- 1) Owner(s): \_\_\_\_\_  
Applicant(s): \_\_\_\_\_
- 2) Property Location: \_\_\_\_\_
- 3) Type of CUP requested: \_\_\_\_\_
- 4) If CUP is for Alcoholic Beverages for On-Premises Consumption, is it in conjunction with a restaurant? \_\_\_\_\_
- 5) Type of Plan Required by Section 62-1901[b] (refer to attached CUP Checklist):  
 Reproducible Site Plan signed by a registered engineer, land surveyor or architect  
 Scaled Dimensional Sketch Plan

**NOTE: IF FULL SIZE DRAWINGS ARE SUBMITTED, PLEASE SUBMIT ONE COPY OF A REDUCED SIZE VERSION OF THE PLANS (8 1/2" X 11", 8 1/2" X 14" OR 11" X 17").**

Section 62-1901 provides that the following approval procedure and general standards of review are to be applied to all CUP requests, as applicable: An application for a specific conditional use within the applicable zoning classification shall be submitted and considered in the same manner and according to the same procedure as an amendment to the official zoning map as specified in Section 62-1151. The approval of a conditional use shall authorize an additional use for the affected parcel of real property in addition to those permitted in the applicable zoning classification. **The initial burden is on the applicant to demonstrate that all applicable standards and criteria are met. Applications which do not satisfy this burden cannot be approved.** Prepare responses to address how the requested CUP will meet these standards and submit this completed worksheet along with your application for public hearing for a CUP. You may attach additional pages or documentation, if needed.

#### General Standards of Review

Section 62-1901(c)(1)(a) The proposed conditional use will not result in a substantial and adverse impact on adjacent and nearby properties due to: (1) the number of persons anticipated to be using, residing or working under the conditional use; (2) noise, odor, particulates, smoke, fumes and other emissions, or other nuisance activities generated by the conditional use; or (3) the increase of traffic within the vicinity caused by the proposed conditional use.

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Section 62-1901(c)(1)(b) The proposed use will be compatible with the character of adjacent and nearby properties with regard to use, function, operation, hours of operation, type and amount of traffic generated, building size and setback, and parking availability.

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Section 62-1901(c)(1)(c) The proposed use will not cause a substantial diminution in value of abutting residential property.

Note: A substantial diminution shall be irrebuttably presumed to have occurred if abutting property suffers a 15% reduction in value as a result of the proposed conditional use. A reduction of 10% of the value of abutting property shall create a rebuttable presumption that a substantial diminution has occurred.

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**Specific Standards**

Section 62-1901(c)(2)(a) Ingress and egress to the property and proposed structures (including vehicular and pedestrian safety and convenience, traffic flow and control, and emergency response access) shall be: (1) adequate to serve the proposed use without burdening adjacent and nearby uses, and (2) built to applicable county standards, if any.

Note: Burdening adjacent and nearby uses is defined as increasing existing traffic on the closest collector or arterial road by more than 20%, or 10% if the new traffic is primarily comprised of heavy vehicles, except where the affected road is at Level of Service A or B. New traffic generated by the proposed use shall not cause the adopted level of service for transportation on applicable roadways to be exceeded. Where the design of a public road to be used by the proposed use is physically inadequate to handle the numbers, types or weights of vehicles expected to be generated by the proposed use without damage to the road, the conditional use permit cannot be approved without a commitment to improve the road to a standard adequate to handle the proposed traffic, or to maintain the road through a maintenance bond or other means as required by the Board of County Commissioners.

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Section 62-1901(c)(2)(b) The noise, glare, odor, particulates, smoke, fumes or other emissions from the conditional use shall not substantially interfere with the use or enjoyment of the adjacent and nearby property.

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Section 62-1901(c)(2)(c) Noise levels for a conditional use shall comply with Section 62-2271 of the Code, which includes the following:

Maximum Permissible Time Averaged (Leq)  
A-Weighted Sound Pressure Limits for Receiving Uses

Type of Use	Time Period	Maximum Allowable Sound Pressure Level
Residential	7:00 a.m. to 10:00 p.m.	60 dB(A)
	10:00 p.m. to 7:00 a.m.	55 dB(A)
Commercial	7:00 a.m. to 10:00 p.m.	65 dB(A)
	10:00 p.m. to 7:00 a.m.	55 dB(A)
Industrial	7:00 a.m. to 10:00 p.m.	75 dB(A)
	10:00 p.m. to 7:00 a.m.	65 dB(A)

**Note: Additional requirements may apply. Refer to Section 62-2271 for full noise specifications.**

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Section 62-1901(c)(2)(d) The proposed conditional use shall not cause the adopted level of service for solid waste disposal for the property or area covered by such level of service, to be exceeded.

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Section 62-1901(c)(2)(e) The proposed conditional use shall not cause the adopted level of service for potable water or wastewater for the property or the area covered by such level of service, to be exceeded by the proposed use.

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Section 62-1901(c)(2)(f) The proposed conditional use must have existing or proposed screening or buffering, in terms of type, dimensions and character to eliminate or reduce substantial, adverse nuisance, sight, or noise impacts on adjacent and nearby properties containing less intensive uses.

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Section 62-1901(c)(2)(g) Proposed signs and exterior lighting shall not cause unreasonable glare or hazard to traffic safety, or interference with the use or enjoyment of adjacent and nearby properties.

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Section 62-1901(c)(2)(h) Hours of operation of the proposed use shall be consistent with the use and enjoyment of the properties in the surrounding residential community, if any. For commercial and industrial uses adjacent to or near residential uses, the hours of operation shall not adversely affect the use and enjoyment of the residential character of the area.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Section 62-1901(c)(2)(i) The height of the proposed use shall be compatible with the character of the area, and the maximum height of any habitable structure shall be not more than thirty-five (35) feet higher than the highest residence within 1000 feet of the property line.

Note: A survey of building heights within 1000 feet of the property lines should be furnished for applications requesting a CUP for additional building height.

\_\_\_\_\_  
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Section 62-1901(c)(2)(j) Off-street parking and loading areas, where required, shall not be created or maintained in a manner which adversely impacts or impairs the use and enjoyment of adjacent and nearby properties.

Note: For existing structures, the applicant shall provide competent, substantial evidence to demonstrate that actual or anticipated parking shall not be greater than that which is approved as part of the site plan under applicable county standards.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note to Applicant:** Per Section 62-1901(f), *Expiration*, Conditional use permits approved after the effective date of Ordinance No. 99-43 (8/3/99) shall expire within three years from the date of approval if the approved use is not constructed or under substantial and continuous construction.

I HAVE READ THE ABOVE NOTE TO APPLICANT. ALL THE ANSWERS TO THE STANDARDS ADDRESSED BY THIS WORKSHEET AND ALL ACCOMPANYING PLANS AND DOCUMENTS ARE TRUE TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
Applicant Signature Date

Submittal checked by: \_\_\_\_\_

# CUP CHECKLIST

## A. Conditional Use Permits requiring scaled dimensional sketch plan only

\_\_\_\_\_ Any CUP for an existing structure not to be altered more than 50% of the original floor area or seating capacity.

\_\_\_\_\_ Or CUP is listed below.

_____	Sec. 62-1904	Agricultural Pursuits.
_____	Sec. 62-1913	Boarding of horses and horses for hire.
_____	Sec. 62. 1917.5	Change of nonconforming agricultural use.
_____	Sec. 62-1924	Crematoriums.
_____	Sec. 62-1925	Development rights receipt and transfer.
_____	Sec. 62-1927	Farm animals and fowl.
_____	Sec. 62-1932	Guesthouses or servants' quarters.
_____	Sec. 62-1935	Horses and barns.
_____	Sec. 62-1945	Recreational facilities.
_____	Sec. 62-1945.5	Roadside stands.
_____	Sec. 62-1946	Security mobile homes.
_____	Sec. 62-1947	Single-family residential second kitchen facility.
_____	Sec. 62-1951	Temporary medical hardship mobile homes.
_____	Sec. 62-1956	Veterinary hospitals or clinics; pet kennels.
_____	Sec. 62-1958	Wild animals and poisonous reptiles.
_____	Sec. 62-1959	Zero lot line subdivisions.

\_\_\_\_\_ Site plan shows: parking, landscaping, external structural changes, and ingress/egress.

## B. Conditional Use Permits requiring a reproducible site plan signed by a registered engineer, land surveyor or architect.

\_\_\_\_\_ CUP is listed below and is for a site which is either undeveloped or which is to be altered by 50% or greater of the original floor area or seating capacity of an existing structure.

_____	Sec. 62-1905	Airplane runways.
_____	Sec. 62-1906	Alcoholic beverages for on-perms consumption.
_____	Sec. 62-1907	Arsenals and explosives.
_____	Sec. 62-1912	Bed and breakfast inns and boardinghouses.
_____	Sec. 62-1916	Cement, concrete and concrete building products.
_____	Sec. 62-1918	Child care centers.
_____	Sec. 62-1920	Cluster development of mobile homes.
_____	Sec. 62-1921	Commercial entertainment and amusement enterprises.
_____	Sec. 62-1921.5	Composting facility.
_____	Sec. 62-1923	Convenience store in BU-1-A zoning classification.
_____	Sec. 62-1929	Farmer's markets.
_____	Sec. 62-1930	Flea markets.
_____	Sec. 62-1933	Hazardous waste facility.
_____	Sec. 62-1934	Hog farms.
_____	Sec. 62-1936	Land alterations.
_____	Sec. 62-1937	Marinas.
_____	Sec. 62-1938	Metal salvage yards and junkyards.
_____	Sec. 62-1939	Mining and smelting operations.
_____	Sec. 62-1940	Motorcross.
_____	Sec. 62-1941	Mulching facility.
_____	Sec. 62-1942	Plant nurseries (with outside bulk storage of mulch, topsoil, etc.).
_____	Sec. 62-1943	Prison camp correctional facilities.
_____	Sec. 62-1943.5	Private heliports.
_____	Sec. 62-1949	Solid waste management facilities.
_____	Sec. 62-1949.7	Substantial expansion of a pre-existing use.
_____	Sec. 62-1953	Towers and antennas.
_____	Sec. 62-1954	Trailer and truck rental.
_____	Sec. 62-1955	Truss manufacturing plants.
_____	Sec. 62-1960	Zoological parks.

\_\_\_\_\_ Site Plan shows: the structure, parking, ingress/egress, landscaping, refuse, screening or buffering, height and stormwater retention areas.