



# City of Heyburn

## APPLICATION FOR SPECIAL USE PERMIT

### APPLICANT INFORMATION

NAME: \_\_\_\_\_ TELEPHONE (WORK): \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ TELEPHONE (HOME): \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

### PROPERTY INFORMATION

OWNER: \_\_\_\_\_

LOCATION: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_

DESCRIPTION OF EXISTING USE: \_\_\_\_\_  
\_\_\_\_\_

APPLICATION IS TO PERMIT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

LEGAL DESCRIPTION (or attach): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### NECESSARY ATTACHMENTS

**FEE:** A non-refundable fee of \$400.00 shall accompany this completed application. Applicant will be billed for any additional costs above and beyond the initial fee or deposit, accrued by the City involving publication and notification of the public hearing as well as any other direct costs involved with the application for the Special Use Permit..

**VICINITY**

**MAP:** A vicinity map showing property lines and dimensions, roads, easements and existing land use of all adjoining property.

**PLAN**

**DRAWING:** A plan of the proposed site for the Special Use Permit use showing the location of all buildings, parking and loading areas, traffic access and circulation, open spaces, landscaping, refuse and service areas, utilities, signs and yards. If the Special Use Permit use is for a Home Occupation a floor plan shall also be included.

**NARRATIVE**

**STATEMENT:**A narrative statement that includes the following information:

1. A detailed description of the proposed use or special application.
2. The reasons for requesting the Special Use Permit.
3. Evaluation of the impact of the proposed use or special application on surrounding property, the City, the area and the population in general.

I certify that all the information I have submitted is true and correct. Any false information will result in the invalidation of this application.

**DATE:** \_\_\_\_\_ **APPLICANT SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **OWNER SIGNATURE:** \_\_\_\_\_

**NOTE:** If there is more than one owner include attachment with all the owners' consent and signatures.

The Zoning Administrator reserves the right to not officially accept this application until all the required information is submitted and complete. The date of the public hearing will be set after acceptance of a completed application.

**DATE ACCEPTED:** \_\_\_\_\_ **BY:** \_\_\_\_\_

**POINTS OF EVALUATION FOR DETERMINING THE GRANTING OF A SPECIAL USE PERMIT:**

1. Will the request in fact constitute a special use as established in the Official Schedule of District Regulations for the Zoning District involved.
2. Will the proposed use be harmonious with and in accordance with the general objectives or with any specific objective of the Comprehensive Plan and/or the Zoning Ordinance.
3. Will the facilities be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area.
4. Will the use be hazardous or disturbing to existing or possible future neighboring uses.
5. Will the proposed use be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services.
6. Will the proposed use create excessive additional requirements at the public's expense for public facilities and services and will not be detrimental to the economic welfare of the community.
7. Will the proposed use involve activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general public by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
8. Will the facilities have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.
9. Will the proposed use result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

**NOTICE:** *“Idaho law prohibits members of any Planning and Zoning Commission or members of any City Council from talking to applicants or interested parties about planning and zoning matters outside of public hearings. Those hearings include: requests for change of zoning, zoning ordinance amendment, zoning variance, special use permit, approvals for subdivisions or any other decisions to be made by them concerning Zoning and Subdivision applications of any kind where a public hearing is required pursuant to Idaho Code Section 67-6509. If the applicant or any other interested parties contact any members of these bodies outside the formal hearing process the application may by law be rejected.”*