



Case No. _____

Date Filed _____

Application for Conditional Use

I. Name of Applicant _____

Mailing Address _____ Phone _____

Name of Authorized Agent _____

Mailing Address _____ Phone _____

Relationship of applicant to property is that of _____

(Owner, tenant, lessee, other)

II. Application is made for conditional use as provided in Section _____ of the Zoning Ordinance to permit the installation or construction of

on property located _____

and legally described as _____

And which is presently zoned _____

III. Describe the proposed conditional use request and include a statement of justification for the request. _____

IV. Draw a sketch and include the property lines of the application area, existing and proposed structures, appropriate dimensions, and any other information that would be helpful to the Planning Commission in evaluating the request.

V. The applicant/agent hereby declares that all information submitted is true to the best of their knowledge and that all information required for this request had been included.

Applicant

Authorized Agent

Office Use Only:

Received in the office of the Zoning Administrator on _____, 20_____,
together with the appropriate fee of \$ _____

Name and Title

Dodge City Planning Commission

Instructions

Application for Conditional Use

1. The applicant must complete the attached application form. All blanks should be filled in and any not applicable should be completed with N/A.
2. All applications shall be accompanied by an ownership list obtained from a certified abstractor listing the names and addresses of the owners of all property within a 200 foot radius of, and including, the property for which the application is requested.
3. The applicant shall submit a statement in writing justifying the conditional use applied for, and indicate under which section of the Zoning Regulations the Planning Commission is believed to have jurisdiction. The application shall contain the following information as well as such additional information as may be prescribed by rule of the Commission.
 - A. A statement or diagram showing compliance with any special conditions or requirements imposed upon the particular conditional use by the applicable district regulations.
 - B. A statement as to why the proposed conditional use will not cause substantial injury to the value of other property in the neighborhood.
 - C. A statement as to how the proposed conditional use is to be designed, arranged and operated in order to permit the development and use of a neighboring property in accordance with the applicable district regulations.
4. The applicant shall prepare a detailed site plan showing all existing and proposed structures and their measurements from each other and the property lines. Also, the lot dimensions, streets abutting parking spaces, points of ingress and egress, driveways, proposed sign location and any other information which would be helpful to the Commission in consideration of the applications.
5. The above listed documents, together with the fee of \$200.00 shall be submitted to the office of the Zoning Administrator.
6. Upon filing this document, a date will be set for a Public Hearing. Unless there is a known conflict, the hearing will be scheduled for the next scheduled Planning Commission meeting following a 20-day notice in the Dodge City Daily Globe. A publication will be prepared by staff.
7. The applicant or their designated agent must be present at the Public Hearing in order for their request to be considered by the Board.