



Zoning Division

Conditional Use Permit  
Application

<p><b>Owner Information:</b></p> <p>Owner _____</p> <p>Address _____</p> <p>Phone _____</p> <p>E-mail _____</p>	<p><b>Applicant Information:</b></p> <p>Applicant _____</p> <p>Address _____</p> <p>Phone _____</p> <p>E-mail _____</p>
<p>Surveying Co: _____ E-Mail _____</p> <p>Engineer: _____ Phone _____</p>	
<p><b>Property Information:</b></p> <p>Property Address or Address Range (block)</p> <p>Brief legal(s) (Sec./Twp./Range)</p> <p>GPN(s)</p> <p>Rural Land Use Map Designation</p> <p>Current Zoning _____ Total Acres _____</p> <p>Proposed Development Information</p>	
<p><b>Submittal Requirements:</b> <i>See attached pages for additional submittal requirements</i></p> <p>The undersigned is/are the owner(s) of the described property on this application, located in the unincorporated area of Linn County, Iowa, assuring that the information provided herein is true and correct. I hereby give my consent for the office of Linn County Planning and Development to conduct a site visit and photograph the subject property.</p> <p>This development is subject to and shall be required, as a condition of final development approval, to comply with all Unified Development Code policies, requirements, and standards that are in effect at the time of final development approval. Conditional Use Permits granted by the Board of Adjustment do not supersede deed restrictions, restrictive covenants, or rules adopted by a homeowners' association.</p> <p>Owner _____ Applicant _____</p> <p>Date _____ Date _____</p>	
<p>Case # _____</p> <p>Receipt# _____</p>	<p>Date Received</p>

**Description of Proposed Use:**

**What are your proposed days and hours of operation?**

**What type of county, state and/or federal permits will be needed to conduct the business?**

**How many employees will be coming to the site?**

Full -time # \_\_\_\_\_ Part-time # \_\_\_\_\_

**Estimate the amount and type of traffic generated on a daily basis:**

**Describe the types and quantities of materials stored on site:**

**Will there be any odors, vibrations, glare, fumes, or electrical interference generated by the use? If so, please explain in detail.**

**Describe the type and quantities of water and sewage demands generated by proposed use:**

**Please add any other information that will be useful in better understanding the proposed use:**

**Pease address the following standards in the Unified Development Code for a Conditional Use Permit. Attach additional sheets if needed.**

- a. Does the proposed use conform to the Comprehensive Plan?**
  
  
  
  
  
  
  
  
  
  
- b. Is the site suitable for the proposed use? Such factors as size and shape of the property, topographic conditions, soil conditions to support water and septic systems, accessibility to transportation facilities, diversion of prime agricultural land (CSR above 65) to non-agricultural uses, and soil erosion problems shall be considered.**
  
  
  
  
  
  
  
  
  
  
- c. Is the proposed use compatible with surrounding property use? Such factors as the activities and function of the proposed use should be considered to determine if the proposed use conflicts with or reduces the usefulness or value or creates other negative impacts on adjoining property or properties in the general area, including public health, safety and welfare.**
  
  
  
  
  
  
  
  
  
  
- d. Is the adjoining road system adequate to accommodate the proposed use in terms of the present traffic volume vs. road capacity and the general condition of the road system?**
  
  
  
  
  
  
  
  
  
  
- e. Can adequate measures be taken to minimize any potential adverse impacts on adjoining property? If so, stipulate such measures as required by the ordinance or special conditions that would be required.**

**For office use only:**

**Applicable Article: Section \_\_\_\_\_SS\_\_\_\_\_**

**Required Information on a Conditional Use Major Site Plan**

**Six (6) copies of the site plan are required, which are drawn to a scale of not less than 1" = 50' unless otherwise approved by the Zoning Administrator. The scale must be marked on the overall site plan. The site plan must be prepared by an engineer, landscape architect, architect, or other similar licensed professional.**

**All existing site conditions shall be shown including:**

Watercourse, floodways, floodplains, and wetlands.

Any unique natural features.

Proposed parking spaces (number, dimension and class including handicapped) and drives with a notation of the number of spaces required and the number provided.

All utility easements.

Radius of curvature of ingress and egress drives.

Circulation patterns of traffic.

Access to all public or private streets.

Property lines, dimensions, existing and proposed right-of-way lines, building setback lines.

Location and dimensions of existing and proposed structures. Each structure must be labeled (e.g. proposed warehouse), and its use must be labeled as well (e.g. storage of contractor's equipment). Each structure must delineate its square footage and dimensions to existing and/or proposed lot lines. Structures include:

- wells
- fences
- septic tank and septic field locations
- retaining walls
- utility poles
- trees/bushes
- walkway
- streets

Proposed contour lines at intervals of five (5) feet.

Location and size (both freestanding and attached) of signs and illumination technique.

Location, intensity, height, spacing, efficiency, and shielding of all exterior lighting.

Locations of outside refuse collection areas, and the type of screen to be provided. Refuse containers must be enclosed from the public view.

**The following information shall also be noted on the site plan:**

Location map showing relationship to surrounding roads, streams, and public facilities.

North arrow and scale of drawings.

Address and legal description of parcel or lot.

Title block including the name, address and phone number of the development, and the architect's/engineer's seal, the date, and the date of all revisions.

Existing and requested zoning classification, use of property, number of employees if applicable.

For non-residential uses, a description of the general use for which any structure is intended.

Ownership, land-use, and zoning of adjoining properties.

Type of water supply and sewage disposal and if storm sewer is available.