Clay County CUP Application

File Number		Date	

Application Fee - $200

Applicant is: ☐ **Owner** ☒ **Agent/Contractor**

Section 1: Applicant/Owner/Contact Information			
	Applicant	Owner	Contractor
Name			
Address			
Phone			
E-mail			

Section 2: Property Information	
Street Address	
Short Legal Description	
Parcel ID	

Section 3: Zoning District			
☐	A1 Agricultural District	☐	RR Rural Residential District
☐	NRC Natural Resource Conservation	☐	C-1 Commercial District
☐	I-1 Light Industrial District	☐	I-2 General Industrial District
☐	APO Aquifer Protection Overlay	☐	

Section 4: Site Plan Information			
Yes	No	NA	
☐	☐	☐	A. The address of the property and the legal description.
☐	☐	☐	B. The name of the project and/or business.
☐	☐	☐	C. The scale and north arrow.
☐	☐	☐	D. All existing and proposed buildings or additions.
☐	☐	☐	E. Dimensions of all buildings.
☐	☐	☐	F. Distance from all building lines to the property lines at the closest points.
☐	☐	☐	G. Building height and number of stories.
☐	☐	☐	H. Dimensions of all property lines.
☐	☐	☐	I. Parking lots or spaces; designate each space, give dimensions of the lot, stalls, and aisles.
☐	☐	☐	J. Screening; show height, location, and type of material to be used.
☐	☐	☐	K. The landscaped setback and trees; indicate species of trees and material to be used for landscaping.
☐	☐	☐	L. Name and location of all adjacent streets, alleys, waterways and other public places.

EXCEPTION: The Zoning Administrator may waive the submission of plans, if he finds that the nature of the work applied for is such that reviewing of plans is not necessary to obtain compliance with this title.

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Section 5: Statement of Conditional Use Desired

I, the undersigned, do hereby affirm: the above statements are true and correct and agree to comply with the provisions of the regulations of Clay County.

_____ _____

Applicant's Signature Date

NOTE: The Zoning Office may require plans to be prepared by a registered engineer or land surveyor.

The applicant may be required to provide additional information and/or records.