

Clay County CUP Application



File Number		Date	
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Application Fee -
\$100

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			
<input type="checkbox"/>	A1 Agricultural District	<input type="checkbox"/>	RR Rural Residential District
<input type="checkbox"/>	NRC Natural Resource Conservation	<input type="checkbox"/>	C-1 Commercial District
<input type="checkbox"/>	I-1 Light Industrial District	<input type="checkbox"/>	I-2 General Industrial District
<input type="checkbox"/>	APO Aquifer Protection Overlay	<input type="checkbox"/>	

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