

CONDITIONAL USE PERMIT

Transmittal Items

Primary Mandatory Items

- 1. Universal Application, including legal description
- 2. Application fee (*refer to fee schedule)
- 3. Written explanation of the project
- 4. Site Plan showing proposed development
- 5. Certificate of Taxes Paid
- 6. Proof of ownership (warranty deed or title policy)
- 7. Proof of water and sewer services
- 8. Proof of Utilities (e.g. electric, and gas)
- 9. Conceptual Review Meeting Letter and/or Waiver
- 10. Traffic Impact Fees Acknowledgement

Secondary Required Project Specific Items

- 1. Tri-County Health Department review fee*
- 2. Copy of certified boundary survey or Improvement Location Survey (ILS) for the subject property
- 3. Neighborhood Meeting Summary (required, unless waived)
- 4. Certificate of Notice to Mineral Estate Owners/and Lessees
- 5. Certificate of Surface Development
- 6. Solid waste transfer station(supplemental documents)
- 7. Solid waste composting facility (supplemental documents)
- 8. Scrap tire recycling facility (supplemental documents)
- 9. Inert fill (supplemental documents)