



# City of Buhl

## Planning & Zoning Department

### CONDITIONAL USE PERMIT APPLICATION

APPLICATION DATE: \_\_\_\_\_

FEE: \$ \_\_\_\_\_

#### APPLICANT INFORMATION

Full Name: \_\_\_\_\_  
*Last* *First* *M.I.*

Address: \_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

#### REQUEST INFORMATION

1. Real Property Location: \_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*City* *State* *ZIP Code*

2. Property Parcel Number: \_\_\_\_\_

3. Existing property use: \_\_\_\_\_

4. Proposed conditional use: \_\_\_\_\_

5. Zoning Classification: \_\_\_\_\_

6. Comprehensive Plan Classification: \_\_\_\_\_

#### APPLICANT CHECKLIST

*Before acceptance/scheduling of the application, the applicant must provide the following:*

1. The applicant must prove control of the property for which the request is being made by providing **ONE** of the following:
  - Copy of Warranty Deed, **OR**
  - Copy of Earnest Money agreement, **OR**
  - Copy of Contract of Sale, duly acknowledged by **BOTH Buyer and Seller**
  
2. A site map to **SCALE** on an **8 1/2" x 11" paper** of the subject property showing the following:



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- Property lines
- Existing infrastructure: i.e., streets, utilities, structures
- Existing zoning of subject property
- Zoning designation(s) of the adjacent properties of the subject property

The proposed site plan for conditional use should illustrate the position of all buildings, parking and loading areas, traffic access and circulation, open spaces, landscaping, refuse and service areas, utilities, signs, yards, and any other information that the Commission may require. This information will help the Commission determine if the proposed conditional use aligns with the intent and requirements of the Code.

3. A Detailed Written Statement on A Separate Sheet of Paper Containing:
  - A statement on:
    - The reason for the request
    - The intended use/development of the property
    - How the proposed use is related to the Comprehensive Plan
    - Compatibility with adjacent properties and surrounding area
    - Evaluation of the effects on the adjoining property; the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property;

#### **COMMISSION EVALUATION STANDARDS:**

The commission shall review the particular facts and circumstances for each proposed conditional use in terms of the following standards and shall find evidence showing that such use at the proposed location:

1. Will constitute a conditional use as established by zoning requirements for the zone involved;
2. Will be harmonious with and by the Comprehensive Plan and/or zoning regulations;
3. Will be designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of same are;
4. Will not be hazardous or disturbing to existing or future neighboring uses;
5. Will be served adequately by essential public facilities and services such as highways, streets, police, and fire protection, drainage structures, refuse disposal, water, and sewer, or that the person responsible for the establishment of a proposed conditional use shall be able to provide adequate and services;
6. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;
7. Will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any person, property, or the general welfare because of excess production of traffic, noise, smoke, fumes, glare, or odors;
8. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic surrounding public streets; and
9. Will not result in the destruction, loss, or damage of a natural or scenic feature of major importance.

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**The Administrator reserves the right to not officially accept this application until total review is accomplished and all required information and fees a submitted. The date of the public hearing will be established by the Administrator upon the acceptance of a complete application.**

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