

Conditional Use Permit

SUBMITTAL OF APPLICATION

Application, site plan and fees submitted to Planning and Zoning.



STAFF REVIEW

Planning and Zoning Staff will review the proposed request. If additional information is needed, staff will contact applicant. Staff completes parcel file research, determines 300' property owners and makes necessary copies for distribution to neighbors. Legal Ad for the Planning and Zoning Commission is and the Board of Supervisors public hearing is completed and sent to newspapers for publication. Fifteen days prior to Hearing 300' property owners are notified and NOTICE is posted on the site.



PUBLIC HEARING

A Public Hearing is held before the Planning and Zoning Commission (Commission meets the third Thursday of each month). The Planning and Zoning recommends approval or denial to the Board of Supervisors.



DECISION TO APPLICANT

A decision letter is sent to the applicant. Application is present to the Board of Supervisors as published. Staff prepares agenda item, resolution and exhibit and the information submitted.



PUBLIC HEARING

A Public Hearing is held before the Board of Supervisors.
Decision letter mailed to applicant.

The applicant may appeal the denial of an application by filing a form of appeal with the Board of Adjustment and Appeals within twenty (20) working days following the issuance of a denial.