



Town of Pendleton
Application for Conditional Use Permit

Date: _____

Applicant Instructions:

1. Submit the completed **application form with the owner's signature**.
2. Provide 5 copies of the **CUP site plan** showing items per Section 1106.3:
 - a.) Adequate provision is made for such items as setbacks, fences, buffer or planting strips, to protect adjacent properties from possible adverse influence of the proposed use such as noise, vibration, dust, glare, odor, traffic congestion, and similar factors.
 - b.) Vehicular traffic and pedestrian movement on adjacent roads will not be hindered or endangered.
 - c.) Off-street parking and loading areas and the entrance and exits of those areas will be adequate in terms of location, amount, design, and construction to serve the proposed use.
 - d.) The proposed use will not adversely affect the level of property values or general character or general welfare of the nearby area. *****Provide a written description supporting this item and describing the nature of the request**
3. Fee for CUP = \$25.00.
4. Deadline is **thirty (30)** days prior to next meeting per deadline schedule.
5. There is no requirement for advertising, sign posting, or to have a public hearing on a CUP, but the Planning Commission may choose to hear testimony from residents of the area.

Name of Property Owner: _____

Address: _____

Phone number: _____ Email: _____

Signature of Property Owner: _____

Name of Applicant (if other than property owner): _____

Address: _____

Phone number: _____ Email: _____

Signature of Applicant: _____

Property Location: _____

Existing Zoning Classification: _____ Proposed Conditional Use: _____

of Acres: _____ Tax Map Number: _____

Name of Business: _____

Number of Parking Spaces Used for Business Vehicles: _____

Number of Parking Spaces Allowed for Customers: _____

Total Number of Parking Spaces: _____

Number and Size of Signs (needs separate sign permit): _____

Hours Sign Will be Lighted: _____

Will there be any noise, vibration, dust, glare, or odor that may affect the adjacent properties?

If so, describe: _____

If there will be noise, vibration, dust, glare, or odor, what provisions will be made to lessen the affect and to buffer adjacent property owners? _____

Remarks: _____

In approving a conditional use, restrictions and conditions may be imposed to accomplish the intent of this Ordinance.

Additional Restrictions Imposed: _____

*******OFFICE USE ONLY*******

Date received: _____ Fee Paid: _____ Receipt #: _____ Hearing Date: _____

RECOMMENDATION: APPROVED _____ DENIED: _____

SECTION 1106 – CONDITIONAL USE

- 1106.1 For the purpose of this Ordinance, additional control of some use is considered necessary before they are allowed. This type of use is a Conditional Use. It is a use presumed to have certain characteristics of operation, which could, under certain conditions, be detrimental to the neighborhood and to abutting property. For this reason, **review by the Planning Commission of the technical merits** of such use is required prior to such use being permitted to locate on a specific site within the district.
- 1106.2 It is the intent of this Ordinance that such review of the technical factors involved in an application for a conditional use **not have the form or nature of a public hearing**. To clarify questions concerning potential impact of such use, the Planning Commission may hear or request testimony from residents of the area involved, but advertising or posting of such application is not required or intended.
- 1106.3 It shall be the presumption of the Planning Commission that a use listed as conditional is eligible for location within a district in which it is enumerated, provided it can **clearly demonstrate the following conditions exist**:
- 1106.3.1 Adequate provision is made for such items as setbacks, fences, buffer or planting strips, to protect adjacent properties from possible adverse influence of the proposed use such as noise, vibration, dust, glare, odor, traffic congestion, and similar factors.
- 1106.3.2 Vehicular traffic and pedestrian movement on adjacent roads will not be hindered or endangered.
- 1106.3.3 Off-street parking and loading areas and the entrance and exits of those areas will be adequate in terms of location, amount, design, and construction to serve the proposed use.
- 1106.3.4 The proposed use will not adversely affect the level of property values or general character or general welfare of the nearby area.
- 1106.4 In approving a conditional use, the **Planning Commission may impose such reasonable restrictions and conditions** as in its opinion will accomplish the intent of this Ordinance.