



SPECIAL USE PERMIT APPLICATION

The following items must be submitted with the application for consideration:

1. Five full sized, **folded** site plan drawings for initial review including;
 - a. Site plan checklist and wireless facility checklist (if applicable) attached to application form;
2. PDF files for all exhibits submitted;
3. Title Company certified property owners list, and two sets of mailing labels, within 300' of request; and
4. Application fee. (\$150 for amendments to existing Special Use Permit, \$300 for areas of one acre or less, \$500 for areas over one acre)

The following information must be provided for the application to be considered complete:

APPLICANT INFORMATION:

Name: _____ E-Mail: _____

Address: _____ City/State/Zip: _____

Phone Number: _____ Fax Number: _____

PROPERTY OWNER INFORMATION: (Attach a separate sheet if there are multiple owners.)

Name: _____ E-Mail: _____

Address: _____ City/State/Zip: _____

Phone Number: _____ Fax Number: _____

PROPERTY INFORMATION: (Attach a separate sheet if needed.)

General Location: _____

Legal Description: _____

REQUEST INFORMATION:

Zoning District: _____

Proposed Use Type (as defined in Article III): _____

Please describe the nature and operating characteristics of the proposed use:

Will the approval of the Special Use Permit result in the construction of a building or facility? _____

The City Council has the authority to mandate a renewal period for a Special Use Permit. Does the applicant object to a renewal requirement? If so, please explain why.

Please note the following procedures:

1. The Planning Commission will hold a public hearing and make a recommendation to the City Council.
2. City Council will hold a public hearing and make a final decision on the special use permit.
3. All necessary agreements will be recorded with the Sarpy County Register of Deeds, the cost of which will be borne by the special use permit applicant or property owner.
4. Please see the Planning Department’s fee policy regarding revision/resubmittal fees.

I, the undersigned, understand a sign will be posted on my property and will remain until the public hearing process at Planning Commission and City Council is complete. I further understand the special use permit process as stated above and I authorize City Staff to enter the property for inspection related to the specific request during this process.

Owner Signature (or authorized agent)

Date