

**CITY OF FLORENCE, MS**  
**CONDITIONAL USE APPLICATION**

**DATE OF APPLICATION:** \_\_\_\_\_

**CUP #:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**APPLICANT(S):**

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**OWNER(S) OF PROPERTY: (IF DIFFERENT FROM APPLICANT)**

Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**DESCRIPTION OF SUBJECT PROPERTY:**

Parcel Number(s): \_\_\_\_\_

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

Legal Description of the Property (attach)

Current Zoning and Present Use of the Property: \_\_\_\_\_

**ADJACENT PROPERTY ZONING AND USES:**

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

**Requirements of Applicant:**

1. Letter stating reason for requested conditional use.
2. Copy of the written legal description.
3. Site plan of property, building elevations and foundation drawing on 8.5" x 11".
4. \$100.00 fee required for processing.

**Requirements for Granting Conditional Uses: (Section 2105.01 – Zoning Ordinance)**

A conditional use shall not be granted unless satisfactory provisions and arrangements have been met concerning all the following:

- (a). Ingress and egress to property and proposed structures.
- (b). Off-street parking and loading areas.
- (c). Refuse and service areas.
- (d). Utilities, with reference locations, availability and compatibility.
- (e). Screening and buffering with reference to type, dimensions and character.
- (f). Required yards and other open space.
- (g). General compatibility with adjacent properties and other property in the district.
- (h). Any other provisions deemed applicable by the Mayor/Board of Aldermen.

Applicant shall be present at the Mayor/Board of Aldermen meeting.

Documents shall be submitted fourteen (14) days prior to the Mayor/Board of Aldermen meeting. Applicant is responsible for complying with all applicable requirements of the Zoning Ordinance.

By signing this application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on subject property, giving notice to the public that said property is being considered for a conditional use.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date