



Community Development:
Condition Use Permit
Application

DATE OF APPLICATION: _____

CUP #: _____

Project Name: _____

1. Applicant(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax Number: _____

E-mail address: _____

2. 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 (or common description if address is not available): _____

Legal Description of the Property (attach)

Current Zoning and Present Use of the Property: _____

Proposed Zoning Classification(s): _____

Adjacent property zoning and uses:

North: _____

South: _____

East: _____

West: _____

Is the property located within the Brandon Historic District? _____

NATURE OF PROPOSED USE (attach as separate description)

1. Describe the nature of the proposed use.
2. Provide a description of the proposed use including hours of operation, number of employees, projected number of daily customers, etc.
3. The mayor and board of aldermen shall not grant a conditional use permit unless satisfactory provisions and arrangements have been made concerning ALL of the following:
 - a. Ingress and egress to the property and proposed structures thereon, with particular reference to vehicular and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.
 - b. Off-street parking and loading areas.
 - c. Refuse and service areas.
 - d. Utilities, with reference to 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 and board of aldermen.
4. All conditional use permit applications must be accompanied by a fully dimensioned site plan locating all easements and restricted use areas, North arrow, all structure-to-property line setback dimensions, location of all property lines, names of all adjacent streets, parking plan, grade elevations at property line corners, proposed and existing utility meters, public sewer connections, private sewage disposal systems and fire hydrant locations.

Office Use Only:	
Paper Publication date: _____	FILING FEE: \$275.00
Property Posted on: _____	Date Paid: _____
Adjacent Land Owner(s) Notified on: _____	Receipt #: _____
Planning Commission Date: _____	Received By: _____
Set Public Hearing: _____	
Public Hearing Date: _____	

The applicant agrees to attend the next regular Planning Commission Meeting held on _____, to make a preliminary presentation of the request. Applicant acknowledges that the action of the Planning Commission is only a recommendation and that action can only be granted by the Board of Aldermen.

The applicant agrees to attend the next corresponding Board of Alderman meeting on the _____, for the public hearing.

If determined by the zoning administrator or other city officials that a detailed site plan is necessary to review a request to rezone property, a site plan shall be submitted by the applicant in accordance with Section 2108 of the Zoning Regulations of the city and all expenses of the site plan review shall be paid by the applicant.

By signing the application, it is understood and agreed that permission is given to the Department of Community Development to place a sign(s) on said property, giving notice to the public that said property is being considered for zoning action. It is further understood by the applicant that the removal of the sign before the hearing will constitute a withdrawal of the application and the case will not be heard at the next scheduled hearing.

It is further understood and agreed by the applicant, and permission is hereby granted to the city for inspections, investigations, and/or evaluation reports by the proper departments, pertaining to said property. In the event such investigations, etc., disclose this property does not meet the requirements for the proposed use, then this request will be held in abeyance until such time as those requirements are met and/or evidence of such is submitted.

The above information is true, correct, and complete to the best of my knowledge.

Applicant: _____

Date: _____

Owner: _____

Date: _____

State of Mississippi

County of Rankin

Sworn to and subscribed before me,

Date: _____

Notary _____