



CITY OF PORTERVILLE

APPLICATION FOR CONDITIONAL USE PERMIT

NOTE: The basic purpose of the Conditional Use Permit Article 29 of The City Zoning Ordinance is to assure that the design and subsequent operation of a conditional use will be reviewed in order to carry out the purposes of the Ordinance and to protect the public health, safety and welfare, due to the unique and special characteristics of such uses.

PROJECT NAME:

NAME, MAILING ADDRESS AND TELEPHONE NUMBER OF PROPERTY OWNER(S):

NAME, MAILING ADDRESS AND TELEPHONE NUMBER OF APPLICANT /CONTACT PERSON:

PROJECT ADDRESS AND NEAREST CROSS STREETS:

The applicant requests a Conditional Use Permit to use the above described property for the following purposes:

Date of most recent sale of property: _____

If applicant is the lessee, give date property was leased: _____

List below the original deed restrictions pertaining to the type of improvements permitted.

Date said restrictions expire: _____

(Please attach a copy of original printed restrictions in answer to this question. Properly underline those features controlling the type and class of uses permitted).

A Plot Plan and 300' radius property owners map, and corresponding mailing list are attached and made a part of this application. (See detailed instructions on Page 4 of this form).

1. State how the proposed use will not be materially detrimental to the public welfare or pose injury to property or improvements in such vicinity and zone in which the use is proposed.

2. Principal requirements of intended use (Please answer the following statements as completely as possible).
 - (a) Total number of people that the building can accommodate at one time, or grounds if the use is not conducted in the building at one time (Occupancy Capacity).

 - (b) Total number of employees that will work on the property.

 - (c) Total number of off-street parking spaces provided or planned.

 - (d) Maximum height of buildings or structures.

 - (e) If the application is not intended to be for a permanent conditional use, state the length of time for which it is requested.

REQUIREMENTS FOR FILING APPLICATION FOR CONDITIONAL USE PERMIT

1. **Conditional Use Permit Application Form**
2. **300-Foot Radius Map**
3. **Property Owners' List**
4. **Plot Plan, Drawings or Photographs**
5. **Filing fee \$1,164**

1. The Conditional Use Application form must be filled out completely. The application must be signed by the owner or authorized agent under penalty of perjury in the space provided on Page 3.
2. The 300-Foot Radius Map accompanying the application must be to a suitable scale and must be correctly prepared. It must show each parcel within 300 feet of the exterior boundaries of property involved, not just the center point. In addition, the map must label the uses of each parcel or present type of occupancy, such as single-family residence, duplex, apartment house, business building or type of industrial use, or vacant. The various zones surrounding the subject property must also be shown. Each parcel must be consecutively numbered to correspond to owner's name on the Property Owners' List (as explained below).
3. The Property Owners List should be typewritten or printed on Avery 5160 or equivalent mailing labels, and must include the owner's name and mailing address. Each owner's name on this list must be numbered to correspond with the numbering placed on the 300-foot Radius Map. The list must be of the latest available assessment roll and may be obtained through the Tulare County Assessor's Office or Title Company.
4. The Plot Plan, if applicable, must be drawn to a readable and accurate scale and size showing the parcel dimensions, its location with respect to adjacent streets, and the location of all existing and proposed buildings, structures or other improvements, with their distances from the parcel line clearly shown (9 copies initially with additional copies to be submitted prior to public hearing). It is suggested to include photos and drawings of the proposed buildings on a scale large enough to illustrate the subjects under discussion. Photographs or drawings of structures are also helpful, and elevation drawings, including color scheme, may be required.

Submit this information and the application to the Planning Division, City Hall, Porterville, California. The application must be complete in every respect, with all questions answered completely, before the City Planner can receive and certify the petition.

This application is not a permit. A public hearing will be held on your application.