

**HENDERSON COUNTY  
SPECIAL USE PERMIT APPLICATION FORM**

**GENERAL INFORMATION**

**Date of Application:** \_\_\_\_\_

**Previously Submitted (Circle One):** Yes                      No

**Date of Pre-Application Conference:** \_\_\_\_\_

**Site Plan Attached (Circle One):** Yes                      No

**Traffic Impact Study Required (Circle One):** Yes                      No

**SPECIAL USE PERMIT INFORMATION**

Type of use to be permitted: \_\_\_\_\_ SR #: \_\_\_\_\_

Existing Structures or Uses on property: \_\_\_\_\_

Road System (Circle):              Public              Private

Water System (Circle):              Individual              Community              Public (Municipal or County)

Sewer System (Circle):              Individual              Community              Public (Municipal or County)

**SITE PLAN REQUIREMENTS**

If a minor or major site plan is not specifically required, the applicant shall submit a site plan with the following items:

- Dimensions of property.
- Location of existing and proposed structures (including accessory structures), and general use thereof.
- Setbacks of existing and proposed structures from property lines and edge of right-of-way for roads (from centerline of roads for uses located in the R-40, WR, or SW districts).
- Separation of existing and proposed structures from one another.
- Parking and off/on loading areas
- Location of signs (including sign dimensions, height, type of material, lighting).
- Location and dimensions of existing and proposed roads / driveways and their entrance/exits.
- Location of dumpsters.
- Location and general description of any fences, landscaping or other buffering (proposed or existing).

Site plan not to exceed 11 X 17 size. Anything submitted larger than 11 X 17, the applicant must provide 12 copies with the application form.

**PARCEL INFORMATION**

PIN: \_\_\_\_\_ Deed Book/Page: \_\_\_\_\_ Tract Size (Acres): \_\_\_\_\_

Zoning District: \_\_\_\_\_ Fire District: \_\_\_\_\_ Watershed: \_\_\_\_\_ Floodplain: \_\_\_\_\_

Location of property to be developed: \_\_\_\_\_

**CONTACT INFORMATION**

**Property Owner:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, and Zip: \_\_\_\_\_

**Applicant:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Application No. \_\_\_\_\_

Address: \_\_\_\_\_ City, State, and Zip: \_\_\_\_\_

**Agent:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, and Zip: \_\_\_\_\_

Agent Form (Circle One):    Yes    No

**Plan Preparer:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, and Zip: \_\_\_\_\_

**STANDARDS FOR REVIEW**

The Land Development Code imposes the following GENERAL REQUIREMENTS on the use requested by the applicant. Under each requirement, the applicant should explain, where applicable, how the proposed use satisfies these requirements:

A. General Requirement #1: The use will not materially endanger the public health, safety or welfare:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. General Requirement #2. The use will not substantially injure the value of property or improvements in the area.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. General Requirement #3. The use will be in harmony with the surrounding area.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Land Development Code also imposes the following SPECIFIC REQUIREMENTS on the use requested by the applicant. The applicant should be prepared to demonstrate that satisfactory provisions have been made for the following, where applicable.

The proposed use shall be located and developed in such a manner as to:

a. Comply with all applicable local, state and federal statutes, ordinance and regulations.

\_\_\_\_\_  
\_\_\_\_\_

b. Be in accordance with the Comprehensive Plan, Long Range Transportation Plans and Comprehensive Transportation Plans of the county and/or Long Range Transportation Plans and comprehensive Transportation Plans of nay municipality of the County.

\_\_\_\_\_  
\_\_\_\_\_

- c. Minimize the effects of noise, glare, dust, solar access and odor on those persons residing or working in the neighborhood of the proposed use.

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- d. Minimize the environmental impacts on the neighborhood including the following groundwater, surface water, wetlands, endangered/threatened species, archeological sites, historic preservation sites and unique natural areas.

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Show that satisfactory provision/arrangement has been made (where applicable or required) concerning:

- a. Ingress and egress to property and proposed structures thereon (with particular reference to automotive/pedestrian safety/convenience and traffic flow/control).

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- b. Off-street parking and loading areas.

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- c. Utilities (with particular reference to locations, availability and compatibility).

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- d. Buffering and landscaping (with particular reference to type, location and dimensions).

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- e. Structures (with particular reference to location, size and use).

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I certify that the information shown above is true and accurate and is in conformance with the Land Development regulations of Henderson County.

\_\_\_\_\_  
Print Applicant (Owner or Agent)

\_\_\_\_\_  
Signature Applicant (Owner or Agent)

\_\_\_\_\_  
Date

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**County Use Only**

Fee: \$ \_\_\_\_\_ Paid: \_\_\_\_\_ Method: \_\_\_\_\_ Received by: \_\_\_\_\_

Authority to grant the requested permit is contained in the Land Development Code, Sections: \_\_\_\_\_

Community Planning Area: \_\_\_\_\_