



CITY OF DONNELLY
P.O. BOX 725
169 HALFERTY STREET
DONNELLY, IDAHO 83615
PHONE (208) 325-8859 - FAX (208) 325-4091

CONDITIONAL USE APPLICATION SHEET

Applicant Information

1. Applicant (*print*): _____
Mailing Address: _____ Street Address: _____
City: _____ State: _____ Zip Code: _____ Contact Name and Title: _____
Phone: _____ Alt. Phone: _____ E-mail: _____

2. Is Applicant the owner of the Subject Property? Yes ___ No ___. If not, please state the name and address of the owner together with the relationship of the applicant to the owner.

3. Proof Of Legal Interest In Subject Property: _____

4. Address and Legal Description of Subject Property: _____

5. Name of Registered Surveyor/Engineer: _____
Mailing Address: _____ Street Address: _____
City: _____ State: _____ Zip Code: _____ Contact Name and Title: _____
Phone: _____ Alt. Phone: _____ E-mail: _____

6. Description of Proposed Use: _____

7. Current and Proposed Zoning of Subject Property: _____

8. Description of Proposed Conditional Use: _____

9. Proposed Site Plans for the Conditional Use including at least the following items:

- a. Location of All Buildings;
- b. Parking and Loading Areas;
- c. Snow Storage Areas;
- d. Traffic Access and Traffic Circulation;
- e. Open Spaces;
- f. Easements;
- g. Existing and Proposed Grade;
- h. Landscaping;
- i. Exterior Lighting;
- j. Refuse and Service Areas;
- k. Utilities;
- l. Signs;
- m. Property Lines;
- n. North arrow; and,
- o. Rendering of Building Exteriors.

10. Narrative Statement Evaluating the Effects on Adjoining Property (including, but not limited to , the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property): _____

11. Narrative Statement Identifying Surrounding Land Uses And Discussing the General Compatibility of the Proposed Use with Adjacent and Other Properties in the Area: _____

12. Narrative Statement Discussing the Relationship of the Proposed Use to the Comprehensive Plan: _____

13. A List of Name and Addresses of All Property Owners and Residents Within Three Hundred (300) Feet of the External Boundaries of the Land Being Considered (including Owners and Residents Addresses Typed on Mailing Labels): _____

14. Fee as Established by City Council Resolution: _____ **Date Paid:** _____

15. Eight (8) Copies of the Application and One (1) Electronic Version.

Submitted By: _____

Signature: _____ **Title:** _____ **Date:** _____

Internal Use Only:

Application No. : _____

Date Received by Clerk: _____

Application: Complete / Incomplete

Date Completed: _____

Date File Transferred to P&Z Admin.: _____

Date Completed P&Z Admin: _____