



Special Use Permit Application
Department of Planning & Zoning
 143 Third Street, NW, Suite 1
 Pulaski, VA 24301
 540-980-7710
<http://www.pulaskicounty.org>

Applicant:			
Mailing Address:			
Phone:		E-mail:	
Property Owner: (If Different)		Tax Map Number:	
911Address/Site of the proposed structure:		Area or Acreage of Parcel:	
Current Zone District:	Future Land Use Map Designation:		
Proposed Special Use:	List or Attach Special Use Conditions from Article 4:		
	How many residential structures are on the parcel? Are there agricultural activities on the parcel?		
	<p>To prepare the application it is the applicant’s responsibility to ensure that the project is feasible. A consultation with the Planning Director is strongly recommended to ensure the application is complete. The consideration of granting the special use is highly dependent on the impact to the neighborhood/community.</p> <p>Applicant- In addition to this form, please attach a one-page narrative that;</p> <ol style="list-style-type: none"> 1) Describes the need or the reason for the Special Use Permit. Describe proposed new use and proposed new development or new structures. 2) Describe how the project complements the future land use map and the comprehensive plan, specifically reference comprehensive plan goals. 3) Describe how water and sewer service will be met, how the transportation network is supported or how the project will meet VDOT requirements. Reference any consultations held with the Building Official, E&S/SWM, VDH, County Engineer, PSA, VDOT or other agencies consulted in designing the project and how the project will account for meeting these requirements. 4) Describe how the Special Use Permit will impact the community. If mitigation measures are proposed, such as landscape buffers include these measures in the narrative. 5) Explain the project with a level of detail that fully describes the proposed new use and explain why this site is ideal for this type of use. 6) Items presented as part of the application, shall be followed once approval is granted. For example, days and times of operation. 7) More information may be required at the direction of Planning Staff. 		

<p>Is Site Plan Attached?</p> <p>YES Or NO</p>	<p>Applicant: Attach a site plan showing the planned elements of the project. Include utilities, roadway access and entrance, parking areas, vegetative buffers, fences and all proposed structure locations. For structures show the linear distance in feet to all property lines, and the road right of way line. Show existing and proposed structures on the site plan. A site plan on aerial imagery is preferred and is available at pulaskicounty.org/gis.html The site plan is considered part of the application.</p> <p>For Commercial and Industrial projects, a stamped (engineered) site plan that meets Article 5 of the UDO will be required prior to permit.</p> <p>Has VDOT approved the site entrance? Yes OR No If so, include correspondence or permit.</p>
<p>Special Use Permit Process:</p>	<p>A complete application consists of 1) the application form 2) the narrative 3) the site plan and 4) the application fee. Applications are due on the 15th of the month, to be placed on the next month's agenda. When a complete application is received the Planning Dept. will place the item on the agenda and advertise the public hearing. Staff will visit the site to take photos and to determine if additional information is needed. Planning Commission members or Board of Supervisor members may visit the site to better understand the site location or proposal.</p> <p>The Planning Commission public hearing and the Board of Supervisor public hearing will require a published notice in the paper notifying the public of the hearing date. In addition, notice will be sent to adjoining property owners notifying them of the date of the public hearings. A sign will be posted on the site, notifying the public of the public hearing. The public may submit comments prior to or at the meeting about the special use permit request.</p> <p>The landowner or a person representing the application is required to attend both the Planning Commission and the Board of Supervisors meeting.</p> <p>If Special use permit approval is granted, a letter shall be sent with the approval notice. The applicant shall submit all required zoning, building, erosion & sediment and all other applications required for permit prior to construction or land disturbance.</p> <p>By signing the application, the property owner indicates that they understand the process for special use permit application.</p>

Pulaski County assumes no legal or financial liability to the applicant or any third party whatsoever by approving the plans associated with this permit. The approval of a zoning permit is based upon the information provided. By signing this application, I grant permission for an agent of the building or zoning department to visit my site for necessary review and inspections.

Signature (Property Owner): _____ **Date:** _____

Printed Name (Property Owner): _____ **Date:** _____

<p>Received by: _____</p>	<p>Date: _____</p>
<p>Payment Type and Amount:</p>	<p>Airport Overlay Review:</p>