

CITY OF HARTSVILLE SPECIAL USE PERMIT

This permit must be approved before activity operation is started. This permit expires no later than four months from the date of approval.

Application is hereby made for a Special Use Permit in accordance with the description and for the purpose hereinafter set forth. The application is made subject to all local, State, and Federal laws and ordinances, and which are hereby agreed to by the undersigned and which shall be deemed a condition entering into the exercise of this permit.

\$75.00 Fee – Date Paid: _____ **Received by:** _____

Date: _____

Business Name: _____

Contact/Owner Name: _____

Daytime Phone #: _____

Property Address: _____

If business owner/contact is not the property owner, please attach a letter from the property owner authorizing the use of the property by the business owner/contact.

Zoning District: _____

Type of Use: _____

Dates of Use: _____

City License #: _____

State License #: _____

Federal License #: _____

If you are required to have permits for State and Federal agencies, please attach a copy of any approved permits or licenses required for operation of your special use.

Indicate all applicable activities for which this permit is being requested:

_____ New/Temporary or Permanent Building: (indicate location and dimensions on site plan)

Type/Use: _____

Dimensions: _____

_____ Addition: (indicate location on site plan)

Type/Use: _____

Dimensions: _____

_____ Alteration: (indicate location on site plan)

Describe: _____

_____ Fence: (indicate location on site plan)

Lineal footage: _____

Material: _____

_____ Sign/Banner: (indicate location and landscaping of sign base on site plan)

Dimensions of sign(s): _____

Dimensions of base: _____

Lineal frontage of building: _____

Property Description:

Lot Width: _____

Lot Depth: _____

Front Yard Setback: _____

Rear Yard Setback: _____

Right Yard Setback: _____

Left Yard Setback: _____

Site Plan

Please include the following in your site plan: a site plan by a certified surveyor is preferred.

- _____ North arrow
- _____ Size and shape of property
- _____ Adjoining streets, highways, alleys, etc.
- _____ Size and shape of existing structures and buildings
- _____ Dimension showing: front, side and rear yard setbacks, size of structure(s), paving, porches, decks, and fences
- _____ Roof overhangs and other architectural features such as bay windows and chimneys
- _____ Any easements that cross the property of other pertinent legal features



Front of Site

I hereby certify that I have the authority to make the foregoing application, that the information given is correct and that the construction will conform with the regulations in the Building Code, Zoning Ordinances, and private building restrictions, if any, which may be imposed upon the above property by deed.

Signature of Property Owner(s) or Owner Agent

Date

___ Public water and sewer system connection is available

___ Stormwater connection is available

Signature of Director of Public Works

Date

Proposed structure _____ meets _____ does not meet required code specifications.

Signature of Building Official

Date

_____ Approved

under the Zoning Ordinance provisions of

_____ Denied

Article _____

Section _____

Signature of Director of Planning and Development

Date

Approved by:

Signature

Date

___ Police Department

___ Fire Department

___ City Manager

___ Planning Commission

___ City Council

Any conditions of approval: _____