

ARTICLE 10

SPECIAL USES

SPECIAL USE PROCEDURE

Certain uses or exceptions are permitted in some zoning districts, only when a special use permit has been obtained from the City Commission. Such uses require special study with respect to specific location and design considerations to assure that they will have minimal negative impact on surrounding properties.

The applicant shall first meet with the City Engineer to receive a full explanation of the zoning and special use requirements, and an application form.

The applicant shall submit a completed application form to the Office of the City Engineer and pay the appropriate fee. The application shall include a plan showing existing and proposed structures on the property in question, adjacent property, parking spaces, driveways, and other information as required by the adopted zoning regulations. An application shall not be processed unless it has been fully completed, the fee paid, and all required information submitted.

The City Engineer shall then schedule consideration of the application at the next regular meeting of the Planning Commission. The Office of the City Engineer shall be responsible for having an official notice of the public hearing published in a newspaper of general circulation at least 20 days prior to the hearing, and follow the adopted procedures for considering a special use permit as prescribed in the zoning regulations.

The Planning Commission shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. The public hearing may be adjourned from time to time and, upon its conclusion, the Planning Commission shall prepare and adopt its recommendation to the Governing Body. This recommendation shall be submitted along with an accurate record of the public hearing.

The Governing Body shall consider the Planning Commission's recommendation and shall act upon the Planning Commission recommendation as prescribed in the adopted zoning regulations. If the Governing Body approves the application, it shall adopt an ordinance to that effect.