

**APPLICATION FOR SPECIAL USE
PLANNING COMMISSION
WHEELING, WEST VIRGINIA**

The undersigned requests a Special Use Permit for the use specified below. Should this application be approved, it is understood that it shall only authorize that particular use described in this application and any conditions or safeguards required by the Commission.

- 1. NAME OF APPLICANT _____
MAILING ADDRESS _____
PHONE NUMBER _____

- 2. LOCATION DESCRIPTION _____
ADDRESS _____
LEGAL DESCRIPTION _____

- 3. EXISTING USE _____

- 4. PROPERTY PRESENTLY ZONED AS _____

- 5. DESCRIPTION OF SPECIAL USE _____

6. SUPPORTING INFORMATION:

Attach a plan for the proposed use showing the location of building, parking, and load areas, traffic access and circulation drives, signs and yards. Also attach a narrative statement relative to the above requirements and also explain the economic, noise, glare, and odor effects on adjoining property and the general compatibility with adjacent and other properties in the district.

APPLICANT SIGNATURE

DATE

ITEMS NEEDED TO PROCESS A SPECIAL USE PERMIT

1. Completed Application for Zoning Compliance.
2. Completed Application for Special Use Permit.
3. A brief letter addressed to the Planning Commission, stating the nature of the request.
4. Deed to the property, so that we may publish in the local newspaper the applicant=s request.
5. \$50.00 processing fee.
6. Plot Plan.

Next meeting _____, at 7:00 p.m., Room 206. You or a representative must be present in order for your request to be heard.

NOTE: Return information 15 days prior to hearing to Room 305