



# West Baton Rouge Parish Special Use Permit Application

Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone \_\_\_\_\_

Is the applicant the property owner? \_\_\_ Yes \_\_\_ No

(If the answer is "no", the applicant must have a legal right to the present use and possession of the property for the term of the requested use.

Owner of property (if different from applicant): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

Address of subject property: \_\_\_\_\_

Subject Property is Currently Zoned: \_\_\_\_\_

Requested Special Use Zoning:

(Please state the special use requested and the reason(s), describing the nature and operating characteristics.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Special Use Permit Requirements (Must be submitted with application)

When a Special Use Permit is required, an application must be filed by the owner or agent with the Zoning Administrator and shall include the following items:

- \_\_\_\_\_ A legal description of the property proposed to be utilized.
- \_\_\_\_\_ A narrative of the type of use proposed with descriptions of adherence to applicable development standards of the district.
- \_\_\_\_\_ A plot showing dimensions, acreage, location north arrow, vicinity map, location of existing and proposed structures, location and number of off-street parking and loading spaces, setbacks and all other requirements of this Zoning Ordinance.
- \_\_\_\_\_ Proof of occupational license and proof of sales tax application
- \_\_\_\_\_ \$350 application fee. A separate invoice will be mailed out for certified letter fees.

[For Office Use Only] Date Rec'd: \_\_\_\_\_ Rec'd By: \_\_\_\_\_ File No: \_\_\_\_\_

Comments: \_\_\_\_\_