

SPECIAL EXCEPTION PERMIT

APPLICATION

CITY OF JASPER

Planning Department
City Hall
P. O. Box 1589
Jasper, Alabama 35502

Telephone (205) 221-8529

Planning Department City Hall P. O. Box 1589 Jasper, AL 35502

PART I. APPLICANT DATA

Name of applicant: _____

Mailing address: _____

Telephone: _____

Signature: _____

PART II. PARCEL DATA

Owner of record: _____

Mailing address: _____

Signature of authorization: _____

Tax map I. D. #: _____ Parcel area: _____

PART III. REQUEST

Proposed land use: _____

Existing land use: _____

Zoning: _____

PART IV. ENCLOSURES (Check all required enclosures with this application)

Plot plan

Vicinity map

Public hearing notices

Stamped legal-size envelopes addressed to adjacent property owners

NOTICE: *The completed application, including all required attachments, must be filed at least 30 days before the Zoning board of Adjustment hearing. The applicant must be present at hearings.*

FOR OFFICE USE ONLY:

Case # _____ Date received: _____ By: _____

Scheduled public hearing date: _____

PLOT PLAN*CITY OF JASPER***INSTRUCTIONS***PLANNING DEPARTMENT***PLOT PLAN REQUIREMENT**

A plot plan is required with all applications for conditional uses, special exceptions, and variances. Any incomplete, illegible, or inaccurate plot plans will cause delay in the processing of an application.

PLOT PLAN PREPARATION

The plot plan must be a scaled drawing prepared or reproduced on a letter size sheet (larger drawing must be reduced). The plot plan should be drawn by a skilled drafter or a professional surveyor, engineer, or architect. The level of detail may vary, depending on the nature of the request, but the following items are suggested minimums:

Name of applicant

Date

North Arrow

Scale in feet

Lot size in acres or square feet and property dimensions

Location, dimensions, floor areas, and heights of all structures

Location and dimensions of driveways and off-street parking and loading aisles and spaces

Description of landscape improvement, screening, and buffer yards

Physical features, such as ground cover, water bodies, floodplain, and general topography

Adjacent streets, alleys, railroads, water bodies, land uses, and zoning districts

For variance applications: dimensional requirement (s) subject to variance noted or highlighted

Other features necessary for the Planning Commission/Zoning Board to adequately assess the proposal

CITY OF JASPER

PUBLIC HEARING NOTICE

Planning Department □ City Hall □ P.O. Box 1589 □ Jasper, Alabama 35502

Notice to:

Address:

**YOU ARE HEREBY NOTIFIED OF
A PUBLIC HEARING OF THE JASPER ZONING BOARD OF ADJUSTMENT**

To be held at _____ P.M. on _____, 200__ in the:

Council chamber on 2nd floor at Jasper City Hall 400 19th Street West

The purpose of the hearing is to receive public comments on an application submitted by: _____

for approval of a special exception to: _____ on a
_____ +/- acre parcel of land located at the following street address and
location: _____

This notice is sent at least 5 days prior to the scheduled Zoning Board of Adjustment hearing to all adjacent property owners (including those directly across a public right-of-way), as obtained by the applicant in the most recent records of the Walker County Tax Assessor.

Zoning Administrator

Date of mailing