Land Use Application
Planning & Zoning Department

Special Use Permit

Special uses are allowed for identified land uses that may cause incompatible off-site impacts depending on the location, design, and operation of the use. Special use review includes standards and additional review to ensure the effects of the proposed special uses are appropriately managed and mitigated. Special Use permits require a pre-application conference with Planning Staff before an application may be submitted. The Planning and Zoning Commission will offer a recommendation to the Board of County Commissioners, and subsequently the BoCC will make a final decision of the special use. Chapter 4-8 outlines the process for Special Use Permits.

For Office Use Only

Fees Paid

☐ Check # _____ ☐ Credit Card ☐ Cash _____

Fees are non-refundable.

Requirement for Submittal: Ensure all requirements are included. *Incomplete applications will not be put on hold.* Incomplete and partial applications will be returned to applicant.

SECTION I: PERSONAL AND PROPERTY RELATED DATA

Owner Info

Owner Name: _____

Address: _____ Zip code: _____

Project Location

Name of Applicant (if different than owner): _____ Phone: ( ) _____

Project Address (if different than owner address): _____ Zip code: _____

Email: _____ Zoning District: _____

Primary Contact (if not applicant): _____

Email: _____ Phone: ( ) _____

Designated Primary Contact ☐ Owner ☐ Agent/Representative

Project Info

Total Acreage: _____ Proposed Use: _____

RP#: _____

150 Courthouse Drive | Driggs, Idaho 83422 | T: 208-354-2593 | tetoncountyidaho.gov

I, the undersigned, have reviewed the attached information and found it to be correct. I also understand that the items listed below are required for my application to be considered complete and for it to be scheduled on the agenda for the Planning and Zoning Commission public hearing and subsequently a Board of County Commissioners public hearing.

Applicant Signature:_____ Date: _____

I, the undersigned, am the owner of the referenced property and do hereby give my permission to _____ to be my agent and represent me in the matters of this application. I have read the attached information regarding the application and property to find it to be correct.

Owner Signature:_____ Date: _____

Application Checklist

All items need digital copies as well as paper copies.

- ☐ Latest recorded deed
- ☐ Application fee paid
- ☐ Affidavit of Legal Interest OR if applicant is corporate or part owner, proof they can sign on behalf of the corporation
- ☐ Pre-app complete (Date:_____)
- ☐ Narrative
- ☐ Site Plan
- ☐ Vicinity map

SECTION II: CONSIDERATION FOR APPROVAL & REVIEW CRITERIA

Please submit narrative referencing the following:

- ☐ Compliance with the LDC Chapter 4 and Chapter 5 General Development Standards.
- ☐ Compliance with Special Use Standards set forth by the category of use in Chapter 3 of the LDC.
- ☐ If the application relates to a public-school facility, the subject property is appropriate for development allowed in the proposed zoning district, including the impacts authorized for review under Idaho Code section 67-519(3).
- ☐ The County and other service providers will be able to provide sufficient public facilities and services, including schools, roads, recreation facilities, wastewater treatment, water supply and storm water facilities, police, fire and emergency medical services, while maintaining sufficient levels of services to existing development.
- ☐ The use is compatible with adjacent uses in terms of location, scale, site design, hours of operation and operating characteristics.
- ☐ Any adverse impacts resulting from the proposed use in the affected area will be effectively mitigated or offset.

SECTION III: CHECKLIST OF SITE PLAN REQUIRMENTS

1. Number of site plans:
   - ☐ Two (2) Plans (one 11" X 17" or 18" X 24") and one digital copy *prepared by a professional land Surveyor/Engineer.*

2. Items on Site Plan:
   - ☐ Property lines
   - ☐ Lot Area;
   - ☐ Lot Coverage;
   - ☐ Location of existing and proposed structures, including distances from other structures and property lines;
   - ☐ Location, size, height and gross floor area of existing and proposed structures;
   - ☐ Existing and proposed natural and manmade features, such as wetlands, creeks, canals, rivers and riparian areas;
   - ☐ Setbacks required by the LDC or a state or federal authority, or plat;
   - ☐ Existing and proposed easements;
   - ☐ Drive approach and access point(s) with dimensions and radii shown;
   - ☐ Delineation and width of internal circulation roadways;
   - ☐ Existing and proposed vegetation and landscape materials and buffers;
   - ☐ Location and type of existing and proposed exterior lighting;
   - ☐ Distances between driveways and adjacent roads;
   - ☐ Location of existing and proposed below-and above ground utilities
   - ☐ Location and size of well and septic equipment and lines;
   - ☐ Parking and loading areas, including dimensions and a summary of parking and loading spaces require by the LDC
   - ☐ Existing and proposed fences and walls;
   - ☐ Adjacent roads, alleys, or other access abutting property with road names identified;
   - ☐ Snow storage areas;
   - ☐ Distances from property lines, proposed structures and land uses of rivers, creeks, streams, ditches and surface water present on the lot;
   - ☐ Identification of sites and structures listed on State and National Registers of Historic Places or on the Idaho Historic Sites Inventory.

Section V: PLANNING ADMINISTRATOR/DESIGNEE REVIEW/ACTION

Application is submitted on the _____day of_____20_____.

Application is deemed complete on the _____day of_____20_____.