

**APPLICATION FOR CONDITIONAL USE PERMIT
ACCESSORY APARTMENT**

Date _____

*Applicant's
Name _____

Address _____

E-mail: _____

Phone: Home _____

Work _____

Agents's
Name _____

Address _____

E-mail: _____

Phone: Home _____

Work _____

Size of Lot _____ s.f. _____ acres

Current Zone _____

Property Serial Number _____

Property Address _____

*Must be the property owner.

THE FOLLOWING INFORMATION SHALL BE PROVIDED

SITE PLAN AND FLOOR PLAN

Every applicant shall submit a detailed site plan and floor plan which meets the following minimum requirements:

1. A site plan at a minimum scale of 1"=50' on minimum paper size of 8-1/2"x 11" containing:
 - Building outline.
 - Property boundary.
 - Hard surfaced off-street parking spaces 9' x 20' (minimum three required). Parking not to exceed twenty five (25) percent of front or side property line.
 - Yard and lot dimensions.
 - Adjacent property owners.

2. A floor plan at a minimum scale of 1/4" = 1' on minimum paper size of 8-1/2" x 11" containing:
 - Location and size of exits.
 - Size and location of windows in sleeping areas.
 - Location of bathroom and kitchen facilities.

OTHER REQUIRED INFORMATION

1. Attach a notarized letter stating the owner will occupy one of the dwelling units.
2. Attach a legal description of property.
3. Filing fee of **\$200.00** which is non-refundable.
4. A list of names and mailing addresses of ALL property owners within 300 feet of your outer boundary, not your structure. Names and addresses can be obtained from the ownership plats in the Cache County Records Office. Addresses can also be found in the Cache County Assessor’s Office. Please include the ZIP Code.

GENERAL INFORMATION

1. Termination of Conditional Use Permit upon sale of property. Anyone purchasing the home with an existing C.U.P. and who wants to continue renting the apartment shall re-apply for the permit and meet all conditions imposed.
2. A Building Permit may be required.

APPLICANT'S AFFIDAVIT

State of Utah)
 County of Cache)

I, _____ being duly sworn, depose and say that I am the owner/agent of this property involved in this application. The forgoing statements, answers, and information herein contained and other exhibits thoroughly, to the best of my ability, present the argument in my behalf of the application herewith requested, and the statements and information above referred to are, in all respects, true and correct to the best of my knowledge and belief.

Signed _____

Subscribed and sworn to before me this ____ day of _____, 20__

 Notary Public

My Commission Expires: _____ Residence: _____