



OFFICE OF
PLANNING & ZONING ADMINISTRATOR
ADAMS COUNTY
P.O. BOX 48
COUNCIL, IDAHO 83612

APPLICATION FOR CONDITIONAL USE
PERMIT (CUP)

(Not a building permit or business license)

Meredith Greenwood
Phone: 208-566-2555
Courthouse: 208-253-4106
mgreenwood@co.adams.id.us

Name _____ Phone _____

Business _____ Phone _____

Mailing Address _____

City _____ State _____ Zip _____

Property Address _____

Legal Description (attach if necessary) _____

General Location _____

This application is to permit (describe action/use) _____

Zone(s) in which this type of activity may be permitted per ordinance _____

Plan: Provide a plan drawn to scale and/or aerial imagery showing the property under consideration, location of all improvements, and narrative describing the intended use.

A fee of \$_____ must accompany this completed application.

The Administrator will only accept this application once all required information is submitted, reviewed and deemed to be complete. The date of the public hearing will be established by Planning & Zoning upon acceptance of a complete application.

Procedure:

- A written application for a Conditional Use Permit indicating the section(s) of the Zoning Ordinance for which a permit is requested shall be submitted to the Planning and Zoning Administrator at least thirty (30) days before the hearing at which the matter will be considered by the Adams County Planning and Zoning Commission.
- Prior to evaluating a Conditional Use Permit application, studies may be required of the social, economic, fiscal and environmental effects of the proposed conditional use.
- The Adams County P&Z Commission shall hold a public hearing on the application and issue a written recommendation to the Board of County Commissioners.
- The Adams County Board of Commissioners shall consider the request and issue a written decision regarding the CUP application. The Board shall have the discretion to schedule additional public hearings before the Commission or the Board prior to rendering a decision.

Signature of Applicant

Date

Signature of Administrator

Date

Hearing Date

Second Hearing, if required

CONDITIONAL USE

Action of Adams Board of County Commissioners

_____ Approved with conditions (attached)

_____ Approved with no conditions stipulated

_____ Denied

Chairman

Date

Commissioner

Date

Commissioner

Date

Attested by Clerk

Date