

PHELPS COUNTY

Special Use Permit

Make Checks Payable to Phelps County

Name: _____ Permit No. _____

Address: _____ **Permit Fee: \$100.00**

City: _____ State: _____ Zip: _____ Phone: _____ Cell: _____

Owner (If different then applicant): _____

Location of Property (Legal): _____

Zoning District: ___AG-1, ___RC, ___AGR, ___HC, ___Industrial

Type of Construction: ___New ___Addition ___Moving ___Demolition ___Mobile Home

Use of Construction: ___Dwelling ___Garage ___Agricultural ___Livestock ___Other, Explain: _____

Size of Construction: Length _____ Width _____ Height _____ Stories _____

Name of Contractor: _____ Phone: _____

Estimated Construction Cost (Including Gen, Elec, Plbg & Htg):\$ _____

Under the provisions of article 6 of the Phelps County Zoning Regulations the above named party hereby Applies for a **Special Use Permit** to: _____

_____ on the above described property.

The proposed development and use of this property is shown in the attached plans, or (see back of the page)

Signed: _____ Date: _____

Planning Commission Action: Approved: Denied: Reason: _____

County Commissioner's Action: Approved: Denied: Signed: Board Chairman: _____

Signed: County Clerk: _____ Date: _____

Please Return to:

Ron Melbye, Zoning Administrator,

PO Box 404, Holdrege, NE 68949

Phone: 402 432-0777

ARTICLE 6

PROCEDURES FOR AUTHORIZING SPECIAL USE PERMIT

A special use permit may be authorized by the County Board after public hearing by both the Planning Commission and County Board for any of the buildings or uses designated in the zoning regulation as specially permitted uses.

The following identifies the procedures for authorizing a special use permit.

1. Applicant obtains a special use permit application from the Zoning Administrator.
2. Upon receipt of the completed application, the Zoning Administrator shall contact the Planning Commission chairperson regarding the application.
3. The Planning Commission advertises a public hearing (once in a legal newspaper of general circulation) on the special use permit at least 10 days prior to holding the hearing.
4. A notice of the purpose, time and place of the hearing shall be posted on or near the property on which such action is pending, at least ten (10) days prior to the hearing.
5. The Planning Commission holds its public hearing on the special use permit application.
6. The Planning Commission sends recommendation and copy of minutes of public hearing to the County Board.
7. The County Board advertises a public hearing on the special use permit application at least ten (10) days prior to holding the public hearing.
8. The County Board holds public hearing. The Board considers results of public hearing and review of criteria for granting special use permits contained in Article 6 of the Zoning Regulations.
9. Approval of the special use permit requires an affirmative vote of a majority of all members of the County Board unless a protest against such special use permit signed by 20% of affected property owners, is submitted. If a protest is filed, such special use permit shall not become effective except by the favorable vote of two-thirds of all members of the County Board.
10. Once the County Board has approved the special use permit, with or without any special conditions, the Zoning Administrator shall issue the permit and notify the applicant, in writing, of the County Board action.