

**CITY OF WILLISTON
APPLICATION FOR
SPECIAL EXCEPTION**

(Completed application will need to be received by the first of the month prior to the Planning and Zoning Commission meeting, which meets the last Tuesday of the month)

Applicant's Name: _____

Applicant's Address: _____

Telephone Number: _____

Legal Owner of parcel: _____

Tax parcel ID# : _____

Legal Description of parcel: (attach exhibit if necessary)

Current Zoning: _____

Please provide the following:

- 1. Proof of identification: Copy of tax deed.**
- 2. Survey of land.**
- 3. List of adjacent landowners and addresses.**

SPECIAL EXCEPTION REQUIREMENTS - (Code of Ordinances Land Development Regulations – Article V, Appeals, Special Exception, Variance and Interpretations 46-132):

1. Written Petition. A **written petition** for special exception is submitted by the applicant indicating the section of Chapter 4 of these land development regulations under which the special exception is sought and stating the grounds on which it is requested, with particular reference to the types of findings which the City Council must make under this Chapter.

The petition should include material necessary to demonstrate that the granting of the special exception would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or the general welfare.

Such material shall include, but is not limited to the following:

1. site and development plan at an appropriate scale showing proposed placement of structures on the property; provisions for ingress and egress, off street parking and off street loading areas, and refuse and service areas; and required yards and other open spaces;
2. plans showing proposed locations for utility hook-ups;
3. plans for screening and buffering with reference as to type, dimension, and character;
4. proposed landscaping; and signs and lighting, including type dimensions, and character.

Where these land development regulations place additional regulations on specific special exceptions, the petition should demonstrate that such requirements are met.

Special Exception Fees (Resolution 2006-02).

(Make checks payable to the **CITY OF WILLISTON**)

Commercial	\$720.00
Residential	\$360.00

Application will be considered incomplete unless all the above is completed and provided.

Signature

Date