



**PLANNING & ZONING DIVISION
CONDITIONAL USE APPLICATION**

Requires Planning Commission public hearing.

PROJECT NAME: _____

PROPERTY ADDRESS(ES): _____

PROPERTY OWNER(S): _____

CONTACT INFORMATION: _____ PHONE: _____

APPLICANT: _____

CONTACT
INFORMATION: _____ PHONE: _____

EXISTING USE OF PROPERTY: _____

ZONING DISTRICT: _____ TOTAL ACRES: _____

DESCRIPTION OF REQUESTED USE: _____

THIS APPLICATION REQUIREMENTS:

1) Drawings:

- Site plan showing the property's physical features including dimensions and area of lot (a surveyed site plan is required for new construction);
- Preliminary plans and elevations of any proposed construction;
- Any other supporting documents (letter of intents, photos, etc.)

2) Application processing fee (checks made out to City of Middletown)

- Residential Fee: \$200.00
- Commercial Fee: \$350.00

Planning Commission meetings are the 2nd Wednesday of the month. This application must be submitted by 3 weeks prior to the Planning Commission meeting date to meet deadline for legal publication requirements.

The information presented above is accurate to the best of my knowledge.

Date: _____

Owners Signature: _____

Date: _____

Applicant Signature: _____

DEPARTMENT USE ONLY

Plot plan received: _____ Fee paid: _____

Other plans received: _____

Previous appeals relative to property: _____

Application is accepted for the CPC Agenda. Secretary's initials _____

Case No.: _____

Planning Commission Hearing Date: _____