



APPLICATION NUMBER: CHANGE OF USE _____

DATE: _____

NAME AND ADDRESS OF PROPOSED CHANGE OF USE

The undersigned requests a *Change Use Permit* for the use specified. Should this application be approved, it is understood that it shall only authorize the particular use described in this application and any conditions or safeguards required.

Name of Applicant _____

Phone Number _____

FAX Number _____

Address of Applicant _____

Name of Property Owner _____

Property Owner Address _____

1. Location Description: Subdivision Name _____

Section Township Range Block Lot _____

(If not in a platted subdivision, please attach a legal description)

2. Existing Use _____

3. Zoning District _____

4. Description of Change of Use _____

5. Submit two (2) sets of development plans and one (1) reduced copy to include the following:

- A legal description of the real estate involved;
- Location, size and elevations of all existing and proposed buildings and structures;
- Location and dimensions of building lines, right-of-way lines, setbacks, regulated drains and public and private easements (existing and proposed;)
- Location of parking and loading areas, drives, traffic access and circulation, open space, landscaping, refuse and service areas, signs, turning radii, and proposed vehicle and projected turning paths from turning radius templates;
- Vicinity map or aerial showing all property boundaries and zone districts within a ¼ mile radius of the property;
- Proposed signage with layout and location.
- Any other information the Zoning Administrator may require to determine if the Proposed Change Use meets the intent and requirements of the zoning ordinance and is appropriate for the location for which it is proposed.

Applicant Signature: _____

Date: _____

The Planning Department Director shall evaluate the effects of such elements as: noise, glare, odor, fumes and vibration upon adjoining property; the general compatibility with adjacent and other properties in the district; anticipated vehicular traffic; and the relationship of the proposed use to the following:

- Adequate access and off-street parking facilities is provided and shall not interfere with adjacent traffic movement on adjacent streets.
- All signage is subject to the City of Marion sign code and complies.
- (Complies) (Does not Comply) with the City of Marion Comprehensive Plan

Advisory Plan Director: _____
(Granted) (Denied)

Date: _____

7.4 CHANGE OF USE: No change of use may be on any parcel or in any structure, not including any change in structure or physical character of the parcel or structure, prior to the issuance by the Zoning Administrator of a Change of Use Permit. A Change of Use Permit shall be required when a substitution of a nonconforming use occurs or when use changes between Major SIC Code Groups occurs. If a change of use results in a change of structure requiring an improvement location permit pursuant to this ordinance, the new use shall meet all district and use requirement of this ordinance.