

**TOWN OF SHARPSBURG
REQUEST FOR SPECIAL USE PERMIT**

Name of Applicant _____ Telephone _____

Mailing Address _____

Name of Property Owner _____

Address of Property _____

The reason this special use permit being requested is as follows: _____

Special Use permit requests from the provisions of this Ordinance may be reviewed and approved by the Town Council if it is determined that they will not cause substantial detriment to the adjacent properties.

Application for a special use shall be filed with the Town Clerk and shall have thirty (30) days within which to consider each request and make written recommendations to the Town Council. A public hearing is required by the Town Council. After the thirty day period has expired, the Town Clerk shall schedule the proposed special use to be voted on at the next regularly scheduled Council meeting. Each application shall be accompanied by a professionally prepared, to scale, site plan, showing the following:

- a. General Location of existing structures and property lines.
- b. Present zoning of adjacent property.
- c. Existing use of adjacent property.
- d. Location of proposed buildings and land use.
- e. A legal description of the property.
- f. Setbacks
- g. Parking spaces if applicable

In order to grant approval of a special use permit, the Town Council must find the following standards have been met (if applicable):

1. Compliance with the Town of Sharpsburg's zoning ordinance.
2. The character and use of buildings and structures adjoining or in the vicinity of the subject property.
3. The compatibility of the proposed use at the subject property to the present uses of the buildings, structures, or properties adjoining or in the vicinity of the subject property.
4. Impact of the proposed use on nearby properties, including existing and possible future uses.
5. Impact of the proposed use on public facilities, utilities and public infrastructure.
6. Appropriateness of the proposed use as related to the Town's land use plan.
7. The number of persons residing, studying, working in or otherwise occupying buildings adjoining or in the vicinity of the subject property.
8. Traffic conditions in the area of the proposed use and possible aggravation of traffic conditions by the proposed use.
9. Accessibility of building for fire and police protection.
10. Materials of combustible, explosive or inflammable nature to be sold, stored, or kept on the premises.
11. Protection of occupants of adjoining and surrounding buildings from noise, dust, grasses, pollution.
12. Population density in the surrounding area and threats to the public safety created by the proposed use.
13. Relationship of the proposed use to the neighboring areas in the context of how the use might service of have utility to the area.
14. Adequacy of the site in terms of protecting and screening nearby properties from adverse impacts which might result from the proposed use.
15. The number, size, and type of signs proposed for the site.
16. The amount and location of open space on the site.
17. Hours and manner of operation of the proposed use.
18. The type of electrical illumination for the proposed use with special reference to its effects on nearby structures and the glare, if any, from such illumination in surrounding sleeping quarters.
19. Adequacy of available parking and ingress and egress to the property.
20. Impact of the proposed use on the property values of surrounding properties at the uses for which the surrounding properties are presently being used.

The Town Council may impose conditions, requirements or limitations it deems necessary. If at any time after a special use permit has been issued, the Building Official finds that the conditions imposed and the agreements made have not been or are not being fulfilled by the holder of a special use permit, the permit shall be terminated. Such conditions may include, at a minimum, any of the following:

1. The existence of certain public facilities, utilities, or infrastructures.
2. The existence of traffic control devices or modifications to streets and traffic patterns.
3. Parking.
4. Screening or buffering.
5. Distance from other similar uses.
6. Building or improvement setbacks.
7. Minimum lot size.
8. Hours of operation.
9. Number and location of curb cuts or driveway entrances into public roads or into the subject tract.
10. Type and placement of outdoor lighting.
11. Type and placement of signs.
12. Physical design and layout of property.
13. Limitations on operation of use.

I certify that I am the owner or duly authorized agent of the above-described property:

Signature _____

Date _____