



Ballard City
 2381 E. 1000 S., Ballard UT 84066
 435-722-3393
 Email: kmeyers@ballardcity.org

Conditional Use Permit Application

Type of Conditional Use Requested: _____ **Acreage:** _____

Project Location: _____ **Specific Address:** _____

Tax ID# of all Parcels Affected: _____

Owner of Property: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____ **Email:** _____

Applicant: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____ **Email:** _____

Engineer: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____ **Email:** _____

CONTACT PERSON FOR PROJECT OF THOSE LISTED ABOVE: _____

Please include with the application:

1. Two sets of mailing labels for all property owners within a 500' radius from the border of the subject property.
2. A detailed explanation of the type of business, number of employees, hours of operation and specific functions of business. See Chapter 8 of Ballard City Land Use Ordinance.
3. One copy of the Site Plan 24" x 36" and fourteen reduced 8.5" x 11" or 11" x 17" to include the following information:
 - a. A detailed site plan of the proposed area showing building footprint, grading, drainage, setbacks, utilities, easements, site surfacing, parking, curb, gutter, sidewalks, lighting, fencing, streets, driveways and existing structures. *(Check with City Engineer regarding all roadway plans)*
 - b. Include existing and adjacent utilities, access points, streets, driveways, fire hydrants, grade, drainage and detention areas.
 - c. Landscape plan
 - d. Building and project signage if applicable
 - e. Building elevations showing building materials and colors
4. **Filing Fee:** 300.00 (Pay all fees at the time of application). No exceptions.

Maps & Names of Property Owners: from Uintah County Recorder, 147 E. Main, Vernal, UT 84078
 435-781-5398

Signature of Applicant: _____ **Date:** _____

Signature or Consent of Owner: _____ **Date:** _____