APPLICATION FOR APPROVAL OF SPECIFIC USE PERMIT (SUP)

File No.:_____ P & Z:_____
Application Date:_____ C C:_____

Applicant:_____ Phone No.:_____
Address:_____
Email Address:_____

Description of Property

Subdivision:_____ Lot No.:_____ Block No.:_____
Lot Size:_____ No. Acres:_____Abstract No.:_____
Street Address/Location:_____

Specific Use Requested

Current Zoning:_____
Specific Use Requested:_____
Intended use of property and applicant's reasons for requesting change:_____
_____
_____

New Construction:_____ Existing Structure:_____ (Check only one)

Fee: Non-refundable Fee of $500 plus $10 per acre

Application must include:

1. A site plan included with the application (22 ***folded*** copies on ledger size paper – 24 x 36).
2. Receipt showing that all City of DeSoto property taxes has been paid.
3. If property has not been platted, will need a survey with metes and bounds.

By Signing the Specific Use Permit (SUP) application below, you grant permission to the City of DeSoto to enter said property and install a SUP Notification Sign.

_____ _____ _____ _____
Applicant Signature Date Owner Signature Date

_____ _____
Applicant Printed Name Owner Printed Name

Property owner must sign application or submit letter of authorization

Received by the City of DeSoto in the amount of $_____
City Receipt No.:_____ Dated:_____

_____
Agent for City of DeSoto

CHECK LIST
For
SPECIFIC USE PERMIT (SUP)

For Initial Submittal, please provide:

_____ Completed Application (Including Owner's Signature or letter of authorization)

_____ Appropriate fee to City of Desoto

_____ Description of property by metes and bounds, unless property has already been platted.

_____One Tax Receipt, (city and school taxes) from DISD Tax Office, for each lot or tract of land involved in the SUP request.

_____ If providing a site plan, please submit 22 folded copies (24X36), useless staff deems 11X17size is readable.

Once staff review is complete and corrections are made, please submit:

_____12 corrected copies (11 x 17) of site plan for P & Z Commission meeting.