

City of North Liberty
 Conditional Use Application Form



Project Name:	
Site Location (address or legal description):	
Existing Zoning District:	
Project Description:	

Property Owner:	
Owner Mailing Address:	
Phone:	Email:

Applicant:	
Applicant Mailing Address:	
Applicant Contact Person:	
Phone:	Email:

Applicant's Engineer (Contact Person):	
Company:	
Address:	
Phone:	Email:

Applicant's Attorney:	
Company:	
Address:	
Phone:	Email:

OFFICE USE ONLY	
Date Submitted:	
Fee Amount:	

Conditional Use Information and Submittal Requirements



Submittal Deadline: 1st working day of each month at 12:00 Noon

Fees: Due at time of submittal: \$300.

Reviewing Bodies: City staff, Planning Commission, and Board of Adjustment

First Submittal Materials Requirements for Conditional Use Submissions:

- 1 completed copy of this application form.
- Application fee.
- 7 paper copies of all supporting information, plus an Adobe Acrobat digital (pdf) copy.
- 1 copy of photometric lighting plan.
- Other information deemed necessary by the City Planner for the review of the proposed project.
- If the applicant is other than the legal owner, the applicant's interest shall be indicated and the legal owner's authority to apply shall be included.

Process: Staff will review the submittal and provide a draft report outlining any necessary changes around mid-month. Resubmission of final materials will be Acrobat "PDF" files only.

Minimum Information for Conditional Use Applications:

- Description of what uses are desired specifically.
- Site Plan (if approved) or Site Plan Application as necessary.
- Maps, drawings, statement or other documents as needed to fully describe the request.