



**CITY OF SONORA
PLANNING COMMISSION
USE PERMIT APPLICATION**

APPLICANT: _____ PHONE: _____

MAILING ADDRESS: _____

OWNER'S NAME: _____ PHONE: _____

MAILING ADDRESS: _____

ADDRESS OF PROPERTY INVOLVED: _____

ASSESSOR'S PARCEL NUMBER OF PROPERTY INVOLVED: _____

PRESENT USE: _____ PRESENT BUILDINGS: _____

REQUEST: _____

PREREQUISITES BEFORE APPLICATION CAN BE CONSIDERED COMPLETE:

1. Completion of application form and payment of fees: **\$325.00**
2. Submittal of twenty (20) copies of complete site plan showing the size and location of the parcel, placement of existing and proposed structures with dimensions from property lines and other structures; parking area; walkways and driveways.
3. One (1) copy of legal description of property deed records.
4. One (1) copy of reduced site plan.
5. Other information may be required upon review by the Planning Department.

I certify that the foregoing is true and correct to the best of my knowledge and belief.

Signature: _____ Date: _____

FOR CITY USE ONLY

Received By: _____ Title: _____

Date: _____

Account # 303-04107-001

File: wp/originals/use permit application

USE PERMIT

PURPOSE - Use Permits are required for certain uses not otherwise allowed by a right granted by basic zoning. Uses requiring these permits generally have characteristics which can make them unacceptable unless special care is taken in site location, planning and design. The Sonora Municipal Code defines those uses permitted in any zone upon the granting of a Use Permit.

PROCESS - Probably more than some other planning processes, applying for a Use Permit should start with open discussions between the applicant and the Planning Staff. Due to the special nature of a Use Permit, certain conditions must be required to make the use acceptable in a particular location. For every Use Permit, the following findings must be made by the applicant acceptable to the Planning Commission.

1. Such use is essential or desirable to the public convenience or welfare.
2. Such use is not injurious to the neighborhood.
3. Such use is in harmony with the various elements or objectives of the City of Sonora General Plan.
4. Such use is consistent with the intent of the zoning ordinance, and with the purposes of the zone in which the use is proposed.

The above findings must be supported by data provided by the applicant.

The applicant will provide twenty (20) copies of required submittals (site plans, floor plan, elevations, landscaping, parking spaces, and/or other data to support the request), along with a completed application and fees as set by the City Council. The Community Development will review the application for completeness and advise the applicant of date of Planning Commission action. The Planning Commission meets on the second Monday of each month (if that day is a holiday, the meeting will be held on Tuesday). The applicant will receive, by mail, a copy of the agenda, and any staff reports prepared.

The permit shall run with the land/parcel specified in the permit.

At the Planning Commission meeting, the Chairman will open public hearing and ask staff to present its report. The Chairman will then call for those in favor of the request, then those opposed to the request. After receiving all public input, the hearing is closed, and the Planning Commission will make its decision.

APPEAL - After the Planning Commission decision on any item, there is a required ten (10) day appeal period to allow the applicant or interested party to appeal to the City's Council. After the appeal period has passed, the applicant may obtain any further permits or licenses that may be required by the City.