



Conditional Use Pre-Application

This document is to be submitted to the Springdale Planning & Community Development Division via iWorQ, planningapplications@springdalear.gov, or in person at 201 Spring Street, Springdale, AR.

Applicant (person making request)	Site/ Location: _____
Name: _____	Assessor's Parcel Number(s): _____
E-mail: _____	_____
Address: _____	Current Zoning: _____
_____	Use Unit Requested: _____
Phone: _____	Total Acreage: _____

Current Occupancy Classification: _____	Determined Occupancy Classification: _____
Chief Building Official: _____	Date: _____
Fire Marshal: _____	Date: _____
Does the structure have an occupancy permit for the intended use? YES: <input type="checkbox"/> NO: <input type="checkbox"/>	
If YES , proceed with an application for a Conditional Use on Appeal.	
If NO , an application for a Conditional Use on Appeal cannot be filed until:	
1. A statement has been obtained from the chief building official and fire marshal indicating compliance of the structure to adopted building and fire codes for the proposed conditional use or required upgrades and/or improvements required for use of the structure for the proposed conditional use.	
2. A notarized statement by the property owner and applicant recognizing all structural alterations requirements that must be completed inspected and approved prior to occupancy of the structure.	

STAFF USE ONLY	
Date Application Submitted: _____	Project Number: _____
Date Accepted as Complete: _____	Receipt Number: _____

Note: If upgrades and/or improvements are required for the conditional use to be allowed in the structure a registered design professional would need to submit plans per the 2012 Arkansas Fire Prevention Code, Volume II: Building – Section 107.1, "....A registered design professional, an architect or engineer legally registered under the laws of this state regulating the practice of architecture or engineering shall be required and shall affix his or her official seal to said drawings, specifications, and accompanying data.....".

Statement Of Recognition of Structural Requirements in Conjunction with a Conditional Use on Appeal

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I/We the undersigned do hereby recognize, by execution of this statement, that the structural alterations identified by the Chief Building Official and Fire Marshal as stated below and attached and made a part of this statement are required in order for a Use Unit _____ in a _____ zoning district to be considered as a Conditional Use on appeal for a structure located at:

Property Location

I/We the undersigned do hereby recognize, by execution of this statement, that the structural alterations identified above must be completed, inspected and approved prior to occupancy of the structure as identified above.

Please attach statement obtained from the Chief Building Official and Fire Marshal of required upgrades and/or improvements for compliance of the structure for the above cited conditional use.

Printed Name of Record Property Owner(s)

Printed Name of Applicant(s)

Signature of Record Property Owner(s)

Signature of Applicant(s)

Date: _____

Date: _____

State of Arkansas)
) ss.
County of)

SUBSCRIBED AND SWORN TO before me, a Notary Public, this the ____ day of _____, 20__.

Notary Public

My commission expires: _____