

OPERATIONAL CHARACTERISTICS DESCRIPTION

A detailed description of operational characteristics is required for all discretionary land use permits such as, administrative use permits, conditional use permits, S n

ce De	mporary use permits, variance applications, etc. and may be required for zoning rtification and other permits, as deemed necessary by Planning and Public Works epartment staff. The operational description must include the following information be considered complete:
1.	Description of proposed use/project application:
2.	Extent and type of proposed improvements to the site and/or interior or exterior building remodeling to existing building(s) (i.e. additions to building, interior building improvements or alterations, landscaping, proposed signs, additional parking spaces, etc.).:
3.	Proposed number of full and part-time employees:
4.	Proposed number of students on the site at any one time if application is for a day care or education facility:
5.	Maximum numbers of employees on the site at any one time:
6.	Proposed hours, days, place and manner of operation:

7.	Type of products or services proposed to be available on the site:				
8.	Number of commercial vehicles proposed to be parked or stored on the site:				
9.	Traffic (vehicular trips to and from site per day) generated by the use, including deliveries and client-related trips (i.e. any proposed shipping and receiving activities, projected employee trip generation, projected customer trip generation).				
10.	D. Total square footage of the floor area of the tenant space:				
11.	. Proposed type of equipment/machinery to be used by the business or stored on site (i.e., office equipment, manufacturing equipment, construction equipment).				
12.	2. Proposed use of outdoor space on lot (i.e., outdoor storage, outdoor display and sales of merchandise, parking/open space, recreation space).				
13.	If more than one tenant on the site, provide the square footage of each tenant space, business names of tenants, and type of business				
	Space #	Type of Business	Tenant Name	Area (sq ft)	
14.	Previous use of propy YES / NO Name of probusiness (ie. grocery	revious Business	(circle one)	or more months? Type of previous	

15.	Existing number of parking spaces:
16.	Surrounding uses and businesses next to proposed business/project site:
17.	Operational characteristics or functions that create emission of gasses, dust, odors, vibration, electrical interference, smoke, noise, air pollution, light, glare, odor or dust in a manner likely to cause offense or irritation to neighboring residents:
18.	Site and building design features that minimize land use impacts, such as traffic, aesthetics, etc. or environmental impacts such as noise, vibration, dust or air pollution, glare, odor and dust, etc.
19.	Storage, distribution, production and/or operations that involve the use of toxic or flammable materials.

Revised 01/01/25- Handouts and application forms may be revised without notice.