

## SPECIAL USE PERMIT CHECKLIST

### **Table 1. General Application Requirements Plan submission Requirements UDO Article 4., Sec. 4.040 Ordinance Requirements.**

#### **Table 1.A. Special Permit Plan Submission Requirements.**

**B. Prel. Dev. Plan - N/A**

#### **C. Narrative Description.**

**Comprehensive narrative description of the use both as to the function and operation, and as to structures, installations, equipment or surfaces improvements, changes or other requirements incidental to the use sought.**

The current location I am proposing to make changes to is the basement garage of my home, located at 751 SW Old Pryor Road. Known as the Longview Cedars Division, Lot 2.

I am wanting to build a total of five (5) walls. This will allow two (2) rooms to work out of. One for myself, for Massage Therapy. The second for Dawn Bown, my daughter, who is an Esthetician.

The door that will be used for entering and existing the office will be the door currently there. I will be replacing the threshold and adding a storm door for a more professional appearance.

The windows currently in the proposed area are located high in the wall. Sunlight will be allowed into the first room and waiting area.

The room I will be using for Massage will be approximately 14' X 12'. There will be no special equipment needed in this room other than the Massage Table that is required for the service provided. 120 Volt Electrical outlets are located in that area for the room.

The second room will be approximately 16' X 14'. In that room, a sink is located near the sump pump. I will be replacing the current sink with one that will appear more professional. The sump pump will be enclosed with louver doors, therefore, not be visible to the clientele. Equipment for the Esthetic services will require a massage table, towel steamer (warmer); steamer & magnifying glass for facials; and wax pot for hair removal. All the equipment required for this room will need 120 Volt electricity which is already located in that area for the room.

The flooring throughout the proposed office will be linoleum (or similar to) for easy cleaning.

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**D. Length of Term**

**The length of term of the use after the date of issuance of the permit, if applicable.**

I am requesting 15 years for the terms permitted if this acceptable,

**E. Special Description**

**Special conditions relating to the operation of the proposed use(s), site development and other pertinent descriptive factors.**

I feel that I have explained all I can regarding my desires, and the proposed plans. If there are any questions that you would like to ask, I will be happy to answer them.

**F. Photographs**

**Color photographs of surrounding structures within 185 feet and elevation drawings of the proposed special use in sufficient detail to determine compliance with the zoning district regulations in which the special use is to be located.**

Enclosed should be all the photographs and detailed information requested.

**G. Special Use Conditions**

**See Article 10, Division II, for conditions related to "Specified Special Uses".**

Enclosed is the information requested.

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