



**CITY OF RUSSELLVILLE**  
Planning and Development Department  
220 N. Knoxville  
Russellville, AR 72801  
Telephone (479) 968-1002; Fax (479) 968-2358

**APPLICATION TO THE RUSSELLVILLE PLANNING COMMISSION FOR A  
SPECIAL USE PERMIT**

*All items must be completed. Mark "NA" if Not Applicable. If additional space is needed, attach more pages to this form. Failure to provide a complete application could result in postponement of application being heard before the Planning Commission.*

**PROPERTY**

Address:

Legal Description:

**PROPERTY OWNER - WHO IS THE PROPERTY VESTED TO?**

Name

Address

Telephone

E-mail

**PERSON FILING APPLICATION (IF OTHER THAN OWNER - ATTACH APPOINTMENT OF AGENT)**

Name

Address

Telephone

E-mail

**ZONING CLASSIFICATION:**

**INTENDED USE OF THE SITE:**

**(THERE ARE) (THERE ARE NO) DEED RESTRICTIONS PERTAINING TO THE USE OF THIS PROPERTY. ANY ARE DESCRIBED AS:**

**APPLICATION SHALL INCLUDE:**

1. Survey or professional drawing of the property
2. Site plan showing the following:
  - A. Vicinity Map
  - B. Intended Use of the Property
  - C. Location of Buildings on the Property
  - D. Access and Egress Driveways
  - E. Proposed Parking
  - F. Type of surface for parking.
  - G. Proposed Landscaping
  - H. Proposed Signage - Design and Location
  - I. Elevations of Existing and Proposed Buildings (show what it will look like, including material)
3. Show names of landowners and existing land uses within 200 feet of the boundary line of the property
4. Any other material or information pertinent to the request which the Planning Commission may require.

**Under penalties of perjury, I declare that I have examined this application/petition, including accompanying materials and states, and to the best of my knowledge and belief, it is true, correct, and complete.**

**Appeal Process:** Any Applicant aggrieved by the determination of the City Council may, within thirty (30) days of such decision, appeal the determination of the Council to the Circuit Court of Pope County, Arkansas.

**SIGNATURE OF APPLICANT:**

**DATE:**