



Special Exception Request Application Checklist:

___ Pre-Application Interview with DPW Director and Code Enforcement Officer

___ Application Form

___ Application Fees of \$250.00 (non-refundable)

___ Letter of Intent

*Optional, but recommended, particularly if special conditions, hardships are noted on the application

___ Aerial of Site

___ Photos of Mobile Home (Outside)

___ Drawings or Renderings of Proposed Improvements

___ List of All Property Owners to Include Addresses Within 300ft of the Property

*This can be obtained from the Tax Assessor's Office for a fee

___ Other:

Notes:
