CITY OF TUCSON PLANNING & DEVELOPMENT SERVICES

50’ NOTICE PROCEDURE
SPECIAL EXCEPTION APPLICATION

SE-______  Name: _____________________________  Date Accepted: __________

PART 1  PROPERTY INFORMATION:

Legal Description  (Attach a separate sheet for long legals.)

Lot(s) _______  Block(s) _______  Subdivision Name ________________________________

Address (as assigned by Pima County Addressing): ________________________________

Please provide the following information for each parcel in the special exception site.  (Attach additional sheet if necessary.)

<table>
<thead>
<tr>
<th>Current Zoning</th>
<th>Current Use</th>
<th>Area (sq. ft or acres)</th>
<th>Assessor Tax Code #</th>
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Note any applicable overlay zones:  □ Hillside  □ Scenic Corridor  □ Major Streets and Routes
□ Gateway Corridor  □ Airport Environments  □ Environmental Resource  □ Historic District/Landmark
□ Neighborhood Preservation

PART 2  PROPOSED USE

Proposed Use (Please be specific; attach additional sheet if necessary.)

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Number of Structures _________  Number of Stories _________  Height of Structures _________
PART 3  APPLICANT INFORMATION

Applicant or Agent ______________________________________________________________

Company Name ________________________________________________________________

Address ______________________________________________________________________

City ___________________________ State ___________________________ Zip ___________

Phone __________________________ Fax ___________________________ Email ___________

Owner ________________________________________________________________________

Company Name ______________________________________________________________

Address ______________________________________________________________________

City ___________________________ State ___________________________ Zip ___________

Phone __________________________ Fax ___________________________ Email ___________

Architect/Engineer/Other ________________________________________________________

Company Name ______________________________________________________________

Address ______________________________________________________________________

City ___________________________ State ___________________________ Zip ___________

Phone __________________________ Fax ___________________________ Email ___________

PART 4  PLANNING INFORMATION

Explanation of request. (Use additional sheets, if necessary.)

_____________________________________________________________________________

_____________________________________________________________________________

_____________________________________________________________________________
PART 5  MATERIALS REQUIRED WITH APPLICATION

☐ A completed “City of Tucson 50’ Notice Procedure Special Exception Application” signed by the owner and agent*.
☐ One (1) copy of the site plan (24”x36”) drawn at 1”=40’ properly folded to 8.5”x11”.
☐ One (1) 11”x17” reduction of the site plan.
☐ A statement addressing how the applicable use-specific standards have been addressed.
☐ Documentation of neighborhood meeting (at a minimum, a copy of the meeting invitation, mailing list, sign-in sheet and summary notes from the meeting). (Meeting is optional)
☐ One (1) photo simulation and photo the simulation was created from (if appropriate).
☐ One (1) copy of last approved site plan for the special exception site.
☐ One (1) copy of the Pima County Assessor’s map of the subject parcel(s) and printout showing the subject parcel(s) property tax code number(s) and legal description(s).
☐ Development Review Board Recommendation (if applicable).
☐ Appropriate fees payable to the City of Tucson.
☐ IMPORTANT NOTICES:
☐ Do not staple materials. Paperclips and binder clips are acceptable.
☐ Do not include application or neighborhood meeting notes in required reports.

PART 6  SIGNATURES

I (We), the undersigned, request consideration for the special exception request as described in this application and supporting materials. I (We) represent that the information in this application and the supporting materials are true and accurate to the best of my (our) knowledge.

Owner signature* date

Applicant/Agent signature (if not owner) date

* An application not signed by the owner, must be accompanied by a separate, signed letter, from the owner, granting authority to the applicant/agent to act on his/her behalf.

Revised 01/10/13