

Zoning Application Administrative Conditional Use Permit

COMMENTARY: This document has been created by the Lake County Planning, Building and Development Department as a tool to guide the applicant(s) through the written application process through which a determination is made whether a use is properly entitled to an Administrative Conditional Use Permit. Within 30 days of receipt of a completed written application, the Planning, Building and Development Director shall:

- Review and evaluate the application in light of the text of Chapter 151: Unified Development Ordinance of the Lake County Code (UDO), the Official Zoning Maps, and any relevant documentation provided by the applicant and otherwise available to the Department.
- Consult with other staff.
- Render a written decision.

UDO Section 151.011(B)(1)/Conditional Uses states as follows:

Any use that was legally established before April 11, 2000 without a conditional use permit and which, after April 11, 2000 is located within a zoning district that requires a conditional use permit for the subject use, shall be issued a conditional use permit without following the procedures of § 151.050. The Planning, Building and Development Director shall have the authority to impose reasonable conditions on the use relating to standards prescribed by this and other applicable ordinances. The conditions shall be subject to the appeal provisions of § 151.058. Any use that was legally established prior to the conditional use permit requirement of this chapter for the subject use in the zoning district in question shall similarly be issued a conditional use permit without following the procedures of § 151.050. Expansions and modifications of the uses shall be subject to § 151.050. Even if a conditional use permit is issued pursuant to this section, those uses or structures that do not comply with applicable standards of this chapter, including the use standards of § 151.112, shall be deemed nonconforming and be subject to the regulations of §§ 151.230 through 151.236

Relevant documentation demonstrating, in the aggregate, that a particular use is eligible for an Administrative Conditional Use Permit may include, but is not limited to the following: rent receipts, sales receipts, tax records, dated photographs or video recordings, recorded documents, permits, dated correspondence, affidavits, etc.

