

Before you submit a Minor CUP application, please be advised:

1. This application is only for requests to continue, maintain, repair or rebuild legal nonconforming apartments in zones where this use is allowed with a CUP. The minor CUP application does not apply to apartments with unpermitted additions or other unpermitted modifications.
2. Submittal of a Minor CUP application does not guarantee approval.
3. The application fee will not be refunded if the request is denied.
4. To obtain approval, you must demonstrate that:
  - (a) The apartment was legally permitted; and
  - (b) The proposal meets the approval criteria in County Code Section [22.158.050](#): Findings and Decision.
5. If you are proposing to rebuild an apartment that was damaged by fire or other natural causes, you must submit floor plans and elevations that show that the building will not be different than what was previously approved.
6. If the Department of Regional Planning (Department) determines that the proposal meets the above criteria, it will notify all property owners located within 300 feet of the subject property.
7. If the Department receives at least two requests for a public hearing, additional fees will be required and a public hearing will be held before the hearing officer.

Applicant's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_