

**Town of Paragonah**  
44 North 100 West, 435-477-8979,  
[paragonahtown@qwestoffice.net](mailto:paragonahtown@qwestoffice.net)  
**Conditional Use Permit Application**

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

Name of Applicant \_\_\_\_\_

Applicant's Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Applicant's Phone Number \_\_\_\_\_

Applicant's Email Address \_\_\_\_\_

Name/DBA of Business \_\_\_\_\_

Type of Conditional Use Permit seeking (use the appropriate Conditional Use from Conditional Uses)

Description of Business \_\_\_\_\_

Where will business take place \_\_\_\_\_

If business activity will take place outside the home, please attach a simple site/plot map/drawing of location and include distances from home, other buildings; and include setbacks from property boundaries.

Plot/Site Plans must accompany all types of building/construction Conditional Use Permit Requests.

Operating Hours \_\_\_\_\_

Number of employees (FT/PT) \_\_\_\_\_

Estimated Amount of Customer traffic \_\_\_\_\_

Where is non-street parking located and how many spaces will be available for customer/employee traffic

Amount of Delivery traffic \_\_\_\_\_

If appropriate, attach a copy of your DOPL or other required licenses

Does your business have a safety plan and required safety apparatus including fire extinguishers? \_\_\_\_\_

In accordance with the Paragonah Zoning Ordinance (Chapter 12 – Residential Estates District RE 12.3 Conditional Uses) individuals/partnerships, corporations desiring to operate a business within the Town of Paragonah's boundaries are required to have a Conditional Use Permit. The Conditional Use Permitting process steps are included with this application.

Part of the permitting process is making your neighbors **within 300 feet of the exterior boundaries of your property** to be made aware of your request.

**It is not necessary that you, a neighbor, approve this request. It is important that you sign this application statement portion indicating that you are aware of the proposed Business Conditional Use Permit request.**

Signatures:

Comments, if any:

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**Town of Paragonah**  
44 North 100 West, 435-477-8979  
[paragonahtown@qwestoffice.net](mailto:paragonahtown@qwestoffice.net)  
**Business License Renewal Application**

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

Name of Business \_\_\_\_\_ DBA \_\_\_\_\_

Type of Business (See Conditional Uses List) \_\_\_\_\_

Business Site Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

State Sales Tax # \_\_\_\_\_ DOPL # \_\_\_\_\_ Other Required License # \_\_\_\_\_

Business Email Address \_\_\_\_\_ Business Phone # \_\_\_\_\_

Name of Business Owner(s) (if partnership, list all partners; if corporation list principal officers) Can attached a separate sheet:

Address(es), Phone Number(s), Email Address(es) if different from above:

Have any of your Business Conditional Uses changed in the last year? \_\_\_\_\_ If yes, please fill out a new Conditional Use Permit Application.

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License Fees (Circle all that apply to your business)	
Business License Fee (for both New and Renewing)	\$15
Conditional Use Application Fee (one time only fee)	\$
Late Fee if paid after February first of said year	\$
<b>Total Amount Due</b>	<b>\$ _____</b>

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**NEW APPLICATIONS** – As Paragonah Town is zoned RE-Rural Estates which allows certain types of businesses to operate within the town limits through the use of a Conditional Use Permit. First time business applicators shall go through the Conditional Use permitting process. A separate Conditional Use Permit Application, a list of Conditional Uses, and permitting process steps are available at the Clerk’s office in the Town Hall.

**RENEWAL APPLICATION** – Renewal Application forms are sent out the first of every year. If you did not receive a renewal form, please contact the Clerk at the Town Hall. If appropriate, you will need to submit copy/ies of your DOPL or other required licenses with your Business Renewal Application. Failure to submit current DOPL or other required licenses will put you in violation of your Business Conditional Use permit.

I/We, \_\_\_\_\_ hereby agree to conduct said business strictly in accordance with the Laws and Ordinances covering Businesses and Conditional Uses; and understand that it is unlawful to make any false statement, declaration, or report as required in this application.

Date \_\_\_\_\_ Signed By \_\_\_\_\_

**FOR OFFICAL USE ONLY**

Approved \_\_\_\_\_ License # \_\_\_\_\_ Receipt # \_\_\_\_\_ Total Paid \$ \_\_\_\_\_

## **Business Conditional Uses Paragonah Town, Utah**

As all of Paragonah Town is zoned Residential Estate District (RE), any business or commercial operation shall obtain a Conditional Use Permit (CUP) before a Business License is issued. Business licensees before Dec. 31, 2021, are not required to complete the CUP application unless there has been a lapse in renewing the license or a significant change in how the business is operating.

The process for a new business or commercial operation is completing the Conditional Use Permit application, and submitting the CUP application with any needed supporting documentation to the Paragonah Town Planning Commission for their review and approval. CUP application and any needed supporting documentation will need to be submitted no later than 15 days before a Paragonah Town Planning Commission meeting. In accordance with the Town of Paragonah Uniform Zoning Ordinance Chapter 7 Conditional Uses, the Paragonah Town Planning Commission has the authority to approve or deny conditional use permits. If the CUP application is approved, the applicant can get its business license. If the CUP application is denied, the applicant may appeal the decision in writing within thirty (30) days to the Paragonah Town Board. After review, the Paragonah Town Board may approve, modify, or deny the CUP application in a public meeting.

While CUPs are generally for one year, CUPs for business or commercial operations are renewed for one year at a time by renewing the business license each year. The only time an approved Conditional Use business or commercial operation would need to go through the CUP application process again, is if there is a lapse in renewing the annual business license or a significant change in how the business is operating or a change in the approved conditional use.

Residential Estate District (RE) purpose is to provide neighborhoods of a rural character for small farms, hobby farms, and large lot residential uses. (Town of Paragonah Uniform Zoning Ordinance Chapter 12)

### Permitted Uses:

- 1) Agriculture
- 2) Single Family Homes
- 3) Household Pets
- 4) Accessory uses and buildings customarily incidental to the permitted use

### Conditional Uses:

- 1) Agricultural Business or Industry
- 2) Public Stable
- 3) Kennel
- 4) Park and Playground
- 5) Public Utilities, Essential Services
- 6) Public Buildings
- 7) Church
- 8) School
- 9) Cemetery
- 10) Home Occupation Business
- 11) Mobile Homes . . .
- 12) Accessory Uses and Buildings customarily incidental to the Conditional Use
- 13) Other uses similar to the above and judged by the Paragonah Planning Commission to be in harmony with the character and intent of this zone (This Use is for any business or commercial operation that is not listed above)