



## Fuel Service Station Attachment to Administrative Review Form

A "fuel service station" use, as defined in [Section 9-16](#) and listed below, is allowed as a conditional use or by use review in many zoning districts. For those zoning districts where a fuel service station is allowed as a conditional use, approval of an administrative review application is required. The exception to this rule is a case where a proposed fuel service station use would be located adjacent to a residential use; such a proposal would require use review approval following a development review application (see criterion attached below for this provision).

In order for an administrative review application to be approved for fuel service station as a conditional use, Planning and Development Services must find that the application meets the relevant fuel service station standards. These criteria are found in [Section 9-6-5\(x\)](#) of the city's land use code and are attached. An application for approval of a fuel service station as a conditional use must include a written statement that addresses how the proposal meets the applicable standards. The required site plans must show how the conditional use criteria relating to landscaping, screening, setbacks, and vehicular stacking requirements etc. would be met. The criteria cannot be met by using the variance process. In addition, a fuel service station must meet other city code requirements that may apply, such as building code or landscape design standards.

### CITY CODE DEFINITION

*Fuel service station* means a use providing fuel sales, vehicle repair, service, and maintenance, and where no more than fifteen percent of the floor area is used for the sale of convenience and variety goods.

### SPECIFIC USE STANDARDS

#### 9-6-5 - Specific Use Standards

#### **(X) FUEL SERVICE STATION:**

- (1) The following standards apply to any fuel service station that may be approved as a conditional use or pursuant to a use review:
  - (A) **General Standards:** Any fuel service station that may be approved as a conditional use or pursuant to a use review shall meet the following standards:
    - (i) Areas for the storage of vehicles to be serviced in excess of twenty-four hours are in enclosed areas or shielded from view from adjacent properties.
    - (ii) There is adequate space to allow up to three cars to stack in a line at a pump without using any portion of the adjacent street.
    - (iii) The visual impact of the use is minimized and screened from adjacent rights-of-way and properties through placement of buildings, screening, landscaping, and other site design techniques.
    - (iv) Dispensing pumps are not located within twenty-five feet of a property line abutting a street.

- (v) In addition to the parking requirements of Sections 9-7-1, "Schedule of Form and Bulk Standards." and 9-9-6, "Parking Standards." B.R.C. 1981, and the stacking requirements of Subparagraph (w)(1)(A)(ii) of this subsection, adequate space is provided for the storage of two vehicles per service bay off-street.
- (vi) The location, size, design, and operating characteristics of the proposed facility are reasonably compatible with the use of nearby properties.
- (vii) A minimum landscaped side yard setback of twenty feet and a minimum rear yard landscaped setback of twenty-five feet are required where the use abuts residential uses or residential zoning districts.

**(B) In the BC-1, BC-2, BR-1, BR-2, IS-1, IS-2, and IG Zoning Districts:**

- (i) Review Process: In the BC-1, BC-2, BR-1, BR-2, IS-1, IS-2, and IG zoning districts, the following review process applies to fuel service stations:
  - a. Conditional Use: A fuel service station may be approved as a conditional use if it is not located adjacent to any residential uses.
  - b. Use Review: Fuel service stations that may not be approved as a conditional use may be approved only pursuant to a use review.