

FIREARM TRAINING & SPORTS FACILITY

APPLICATION PROCEDURES

A technical review of the proposed site will need to be submitted to the Planning Department before application to County Council will be accepted. Please include all existing or proposed building/structures on the site.

**Note property must be zoned HI, FA, CFA, LFA, AG2 and AG3 to apply. If the property is not zoned correctly a rezoning will have to be submitted on the parcel.

Application shall be made to the Planning Department along with a non-refundable administrative fee of five hundred dollars (**\$500**) and shall include the following:

- a. The name, address and telephone number of the person completing the application.
- b. The name, address and telephone number of the property owner. If the owner is a partnership or corporation, the names, addresses and telephone numbers of all parties is required.
- c. The name, address and telephone number of the facility.
- d. A Master Plan that includes a site analysis considering geography, topography, roads, soil and water characteristics; a Facilities Report; proposed shooting types; and days of the week and hours of operation that the facility is proposed to be open.
- e. A lead management plan when surrounding natural water resources under the jurisdiction of the United States Army Corps of Engineers could potentially be impacted by the use.
- f. A Safety Plan that includes the range control/security for the facility and each shooting type; rules and regulations; and disciplinary procedures.
- g. A Sound Study and Noise Abatement Plan where applicable.
- h. A site plan and description showing property boundaries, proposed building locations, parking areas and access points; landscaping and buffer areas; safety features of the facility; elevations of ranges showing shooting positions, target areas, backstops and berms; projectile containment; shotfall zones where applicable; and, the approximate location and use of buildings on adjoining properties within one thousand (1000) feet of all proposed shooting positions.

County Council approval, public notice and hearing:

1. Property shall be conspicuously posted at least fifteen (15) days prior to the county council meeting.
2. Notice shall also be sent by mail to property owners within a one thousand (1000) foot radius of the property.
3. Notice of the public hearing shall be advertised in a newspaper of general circulation at least fifteen (15) days in advance of the scheduled meeting.

County Council shall consider the following in determining whether the request should be approved or disapproved:

1. The degree with which the proposal has instituted best practices as defined by the National Rifle Association (NRA) and/or the National Shooting Sports Foundation (NSSF).
2. The Master Plan, Facilities Plan, Safety Plan and Noise Abatement Plan (if applicable).
3. Site situation including adjacent land use profiles; distance to surrounding residential and commercial buildings; distance to public facilities and land; watershed profiles; existing stormwater facilities; existing sanitary water facilities; and, the surrounding road network.
4. Site design including proposed building locations if any, range orientation/s, shooting positions, landscaping, perimeter berms, buffers, fencing and/or enclosures if any, parking, and ingress/egress.

***Once County Council has approved the location of the facility a commercial review will be required.**

FIREARM TRAINING & SPORTS FACILITY APPLICATION

Date Filed: _____

Energov PC#: _____

TAX MAP NUMBER: _____ **PIN#** _____

ZONING DISTRICT: _____
(Please note property must be zoned HI, FA, CFA, LFA, AG2 and AG3 to apply)

PROPERTY ACREAGE: _____

PROPOSED SHOOTING TYPES: _____
(Rifle range, pistol range, archery range, tactical, skeet, trap, 5-stand, sport clay course, air gun or bow)

HOURS OF OPERATION: _____ a.m. to _____ p.m. **Days of the Week:** _____

PROPERTY LOCATION: _____

APPLICANT: _____

Address: _____

Telephone: _____ (Work) _____ (Home) _____ (E-mail)

PROPERTY OWNER(S) NAME(S) _____

If the owner is a partnership or corporation, the names, addresses and telephone numbers of all parties is required, please attached another sheet if necessary

Address: _____

Telephone: _____ (Work) _____ (Home) _____ (E-mail)

X	_____	_____
X	_____	_____

PROPERTY OWNER(S) SIGNATURE

DATE

DESIGNATION OF AGENT (If the Property Owner Wishes To Appoint an Agent to Represent Him or Herself)

Agents Name: _____

Address: _____

Telephone: _____ (Work) _____ (Home) _____ (E-mail)

I hereby appoint the person(s) listed above as agent to act on my behalf for the purpose of filing such application for a firearm training & sports facility as he/she shall deem necessary and proper.

X	_____	_____
X	_____	_____

PROPERTY OWNER(S) SIGNATURE

DATE

Revocation

Any permit issued under this section may be revoked by County Council for cause, including but not limited to: failure to adhere to the approved site plan, discontinuance of use of the facility for a period exceeding six (6) months; or, failure to adhere to all County, State, and Federal laws.

Applicant's Signature

Date