

CITY HALL • 801 WEST AVENUE NW • PO BOX 958 • LENOIR, NC 28645

Please use this application form to request zoning approval of accessory structures larger than 144 sq. ft. or having any dimension longer than 12 ft. Smaller structures do not require zoning permits, but must be located in the side or rear yards a minimum of 5 ft. from all property lines. **Questions? Please contact the Planning Dept. at 828.610.8442 for a pre-application meeting.**

Submittal Checklist:

Application Form/Permit Fee (\$25.00)

Site Plan (Maximum size of 11x17. Site plan should show existing structures, property lines, and proposed placement of accessory structure. Accessory structures needing permits must be located in the side or rear yard and be setback at least 10 ft. from all property lines. An acceptable site plan can usually be accomplished by drawing on an aerial photograph.)

Architectural Details (This may be a picture of a similar structure or product brochures, or a written description of the proposed materials. Accessory structures bigger than 12 ft. by 12 ft. are not allowed to have metal siding in most residential zoning districts.)

Other Requested Information: _____

Permit Information:

Property Address: _____ NC PIN*: _____

Zoning District*: _____ Present use of property: _____

Brief description of proposed structure:

Is this property located in a Special Flood Hazard Area*? ___ Yes ___ No (If yes, a floodplain development permit is also required)

*If you don't know the requested information, a representative of the planning department can help you complete the form when you turn in your application.

Contact Information:

 Name of Applicant

 Name of Property Owner (if different from applicant)

 Street Address

 Street Address

 City State Zip

 City State Zip

 Phone Number:

 Email:

Applicant Status:

Owner Tenant Agent Other

Applicant's Signature:

 By signing, the applicant certifies that he/she has full permission to act on the owner's behalf for the purposes of securing a zoning permit for the development described in this application and that all information presented is correct to the best of his/her knowledge.

OFFICIAL USE ONLY: Approved on _____ Expires on _____ Permit No. _____

Approved by: _____ Related Permits _____