

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

For questions about this application form or approval process, please contact the Planning Department at 828.610.8442 to schedule a pre-application meeting. The public will be notified of this request and invited to participate at the Planning Board and City Council meetings.

Submittal Checklist:

Application Form

Application Fee (\$430 — cash or check payable to City of Lenoir)

Legal Description of Property (see Page 2)

Concept Plan and Proposed Conditions (see Page 3)

Other Requested Information: _____

Property Information:

Current Zoning District(s): _____ Proposed Base Zoning District(s)*: _____

Description of Project _____

*The proposed base zoning district may be the same or different from the existing zoning district on the property .

Contact Information:

Name of Applicant

Name of Property Owner (and authorized agent if corporate-owned)**

Street Address

Street Address

City State Zip

City State Zip

Phone Number:

Phone Number:

Email:

Applicant's Signature:

I certify that I have full authority to act on behalf of the owner and that all of the information presented by me in this application is accurate to the best of my knowledge, information, and belief.

Property Owner's Signature:**

By signing, I authorize _____ ("Applicant") as my representative to request the land development approval on the real property listed in this application, and give full and complete permission for the Applicant to act on my behalf.

** When property is owned by multiple owners, each owner must sign. Attach additional copies of this sheet as necessary.

OFFICIAL USE ONLY:

Case Number: _____ Received : _____ PB meeting: _____ CC Meeting: _____

Advertised On : _____ and _____ Final Action of CC: _____ Related Applications: _____

CONDITIONAL ZONING MAP AMENDMENT—PAGE 2

Please provide as much information as possible to assist the Planning Department in preparing maps to illustrate the requested conditional zoning map amendment. For each lot included in the request, provide the 911 address, NC PIN number, and legal description in the space provided below. For larger parcels, un-platted parcels, or zoning map amendments that do not follow lot lines, a more detailed “metes and bounds” legal description and a sketch of description by a surveyor may be required.

Property Description

Concept Plan Checklist

The Concept Plan may vary in detail depending on the nature of the Conditional Zoning request. The Concept Plan should relate to the proposed development and the proposed conditions on the site, and should address details related to the specific allowances being requested. Modifications to the Concept Plan may be requested by Planning staff, the Planning Board, and City Council. All modifications must be mutually agreeable.

Concept Plans May Include:

- Conceptual locations of buildings and parking areas (smaller sites, single phase developments)
- Conceptual locations of land uses, housing types, phases, or general development criteria (larger sites, multi-phase developments)
- Conceptual road and lot layouts
- Details on ingress and egress for automobiles and pedestrians
- Bufferyard locations and widths
- Building Elevations

Proposed Conditions

The following Conditions are proposed to be allowed, in addition to the uses and development standards of the base zoning district(s) (use additional sheets as necessary):

The following Conditions restricting development on the property are proposed, in order to ensure the compatibility of the development with surrounding properties (use additional sheets as necessary):