



## Zoning Permit and Zoning Compliance Certificate Application

1510 Blowing Rock Road ♦ Boone, North Carolina 28607 ♦ Phone (828) 268-6960 ♦ www.townofboone.net

### General Submittal Information:

Applications will be accepted Friday between 8:00 a.m. and 12:00 noon. Please call (828) 262-4540 to schedule an appointment to submit application. **Incomplete applications will not be processed.**

Documents Required for Submittal:

- Completed Application, Applicable Driveway permits, fees, and 10 site plans (site plan information on pages 3 & 4)
- Water and Sewer Availability Application submitted to the Department of Public Utilities located at 321 East King Street (828- 266-1183). Verification that the applicants have met with Public Utilities is required
- Geologic Hazard Investigation by either a NC Licensed Geologist or Engineer-if applicable
- Site specific plans developed by a NC Registered Engineer competent in Geotechnical Engineering – if applicable
- Traffic Impact Analysis – if applicable

### Contact Information

Documentation confirming that the applicant has a legally sufficient interest in the property proposed for development to use it in the manner requested, or is the duly appointed agent of such a person must be submitted along with this application (i.e. letter from property owner).

**Applicant/Contact:** \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**Prime Designer:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**Person Responsible for Land Disturbing Activities:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

### General Information:

Application for:  New Construction  Accessory Building  Interior Renovation  Addition  Other

Location/Address: \_\_\_\_\_

Watauga County Parcel Identification Number(s): \_\_\_\_\_

Are there any variances granted to the property?  Yes  No

If so, describe: \_\_\_\_\_

**Development Information**

Previous Use: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Existing Building Sq ft: \_\_\_\_\_ Proposed Building Sq. ft: \_\_\_\_\_

Existing Building Height: \_\_\_\_\_ Proposed Building Height: \_\_\_\_\_

Total Land Area: \_\_\_\_\_ Square feet/Acres

Disturbed Area: \_\_\_\_\_ Square feet/Acres

Project Cost:

Is development occurring on slopes in excess of 50%?  Yes  No

Is development occurring on slopes in excess of 30%?  Yes  No

Is property located within the Viewshed Protection District?  Yes  No

Is the property located within a designated Public Water Supply Watershed Area?  Yes  No

If yes, please select:       WS-II-CA                       WS-IV-PA                       WS-IV-CA

**Floodplain Compliance**

Is property in a Special Flood Hazard Area (SFHA)?  Yes  No

If yes: Zone: \_\_\_\_\_ Panel: \_\_\_\_\_

Is property in a Floodway Zone?  Yes  No

Is there a stream on the property?  Yes  No

Does project include a stream crossing?  Yes  No

If yes, please select:       Culvert                       Bridge                       Other

Will project involve stream channel relocation?  Yes  No

Are there any Wetlands on project site?  Yes  No

Agencies Notified:     Army Corps                       NC DWQ

Will project involve construction of a new building or substantial improvement to an existing building within the SFHA?  Yes  No

Were building plans submitted which meet all local, state, and federal flood requirements?  Yes  No

If no please explain: \_\_\_\_\_

**Note:** If a building is to be constructed within the Special Flood Hazard Area (SFHA) or substantial improvements are proposed for an existing structure within the SFHA, building plans must be submitted to the floodplain manager which meet all local, state, and federal flood requirements. Failure to submit the aforementioned plans will constitute an incomplete application.

**Applicant Signature**

Upon issuance of this permit, I/we agree to conform to all applicable town ordinances, zoning regulations, and the laws of the State of North Carolina regulating such work and to the specifications and plans submitted. I/we hereby guarantee that the above information is accurate and correct to the best of my/our knowledge. I/we also understand that the Development Services Department will perform random independent inspections of the project to ensure compliance with all applicable regulations and the approved Plan(s) and will be permitted to access the property.

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Applicant's Name (Print)
Applicant's Signature
Date

## Development Site Plan Information

The following is provided as an aid to the user and should be used as a guideline only. Depending on the project, more or less information may be required. Specific questions about each individual project should be directed to the staff reviewing your application.

Applicant

**See Appendix A of the Town of Boone Unified Development Ordinance**

Staff

- |                          |  |                          |
|--------------------------|--|--------------------------|
| <input type="checkbox"/> | Information to be shown on first page of development site plan: name of applicant, name of development (if any), north arrow, legend and scale | <input type="checkbox"/> |
|--------------------------|--|--------------------------|

**Existing Features:** Show all existing natural, man made and legal features on the lot where the development is to take place, including but not limited to those listed below. The plans shall also show those features, indicated in the following by an asterisk, that are located within 50' in any direction where the development is to take place, specify the use made of adjoining properties.

**Existing Natural Features**

- |                          |  |                          |
|--------------------------|--|--------------------------|
| <input type="checkbox"/> | Tree line of wooded areas  | <input type="checkbox"/> |
| <input type="checkbox"/> | Individual trees 8 inches in diameter or more, identified by common or scientific name | <input type="checkbox"/> |
| <input type="checkbox"/> | *Streams, ponds, drainage ditches, swamps, boundaries of floodways or floodplains      | <input type="checkbox"/> |
| <input type="checkbox"/> | Base flood elevation data (Article XVII)   | <input type="checkbox"/> |
| <input type="checkbox"/> | *Contour lines (generally 2 foot contour interval) (Article XVI)                       | <input type="checkbox"/> |

**Existing Man Made Features**

- |                          |  |                          |
|--------------------------|--|--------------------------|
| <input type="checkbox"/> | *Vehicle accommodation areas (including parking areas, loading areas and circulation areas) all designated by surface material and showing the layout of existing parking spaces and direction of travel lanes, aisles, or driveways | <input type="checkbox"/> |
| <input type="checkbox"/> | Streets, private roads, sidewalks and other walkways all designated by surface material  | <input type="checkbox"/> |
| <input type="checkbox"/> | Curbs and gutters, curb inlets and curb cuts, and drainage grates  | <input type="checkbox"/> |
| <input type="checkbox"/> | Other storm water or drainage facilities, including manholes, pipes and drainage ditches   | <input type="checkbox"/> |
| <input type="checkbox"/> | Underground and above ground utility lines   | <input type="checkbox"/> |
| <input type="checkbox"/> | *Fire hydrants   | <input type="checkbox"/> |
| <input type="checkbox"/> | *Buildings/structures, signs, and dumpsters (including dimensions of each)   | <input type="checkbox"/> |
| <input type="checkbox"/> | Location of exterior light fixtures  | <input type="checkbox"/> |

**Existing Legal Features**

- |                          |  |                          |
|--------------------------|--|--------------------------|
| <input type="checkbox"/> | Zoning of the property, including zoning district lines where applicable | <input type="checkbox"/> |
| <input type="checkbox"/> | Property lines (with dimensions identified)                              | <input type="checkbox"/> |
| <input type="checkbox"/> | Street right-of-way lines  | <input type="checkbox"/> |
| <input type="checkbox"/> | Utility or easement lines  | <input type="checkbox"/> |

**Proposed Features:** Show the proposed changes in existing natural, man made and legal features and show proposed new legal and man made features, including but not limited to the following:

- |                          |  |                          |
|--------------------------|--|--------------------------|
| <input type="checkbox"/> | Lot dimensions, lot widths and land use intensity ratios (Article XII)   | <input type="checkbox"/> |
| <input type="checkbox"/> | Location and dimensions of all buildings and free standing signs on the lot as well as the distance all buildings are setback from property lines and/or street right-of-way lines     | <input type="checkbox"/> |
| <input type="checkbox"/> | Elevation drawings of buildings and an outdoor illumination plan that meet Commercial Development Appearance standards as contained in UDO Section 400                                 | <input type="checkbox"/> |
| <input type="checkbox"/> | Location and dimensions of all required recreational areas with each area designated as to type of use.  | <input type="checkbox"/> |
| <input type="checkbox"/> | Areas to remain as usable open space. Plans shall clearly indicate whether such open space areas are intended to be offered for dedication to public use or to remain privately owned. | <input type="checkbox"/> |
| <input type="checkbox"/> | Streets and street names showing whether curb and gutter or shoulders and swales are to be provided and indicate street paving widths.   | <input type="checkbox"/> |
| <input type="checkbox"/> | Curbs and gutters, curb inlets and curb cuts, drainage grates  | <input type="checkbox"/> |
| <input type="checkbox"/> | Drainage plan meeting requirements of Section 312 (if required).   | <input type="checkbox"/> |
| <input type="checkbox"/> | Sidewalks and walkways showing widths and surface materials  | <input type="checkbox"/> |
| <input type="checkbox"/> | Bridges  | <input type="checkbox"/> |
| <input type="checkbox"/> | Underground and above ground utility lines   | <input type="checkbox"/> |
| <input type="checkbox"/> | Fire Hydrants  | <input type="checkbox"/> |
| <input type="checkbox"/> | Dumpster with screening detail provided on the plan  | <input type="checkbox"/> |
| <input type="checkbox"/> | New contour lines resulting from earth movement in accordance with the requirements Article XVI  | <input type="checkbox"/> |
| <input type="checkbox"/> | Vehicle accommodation areas all designated by surface material and showing the dimensions and  | <input type="checkbox"/> |

