APPLICATION FOR ZONING COMPLIANCE PERMIT

GATES COUNTY PLANNING & DEVELOPEMENT SERVICES
200 Court Street/ PO Box 411
Gatesville, NC 27938
Phone: (252) 357-0122/ Fax: (252)357-0073
Website: https://gatescountync.gov/

You **MUST** submit **processing fee of $75.00** and complete the entire application and provide a site plan drawn to scale at the time your request is turned in. Every application must be accompanied by a written statement and plans, drawn approximately to scale, showing sufficient detail to enable the Zoning Administrator to ascertain whether the proposed work or use is in conformance with our Zoning Ordinance. **APPLICATION CANNOT BE PROCESSED UNLESS ALL INFORMATION IS PROVIDED** - incomplete applications will be automatically rejected. All documents submitted and the information they contain must be confirmed within 30 days or the applicant will be required to reapply (including payment of processing fee). Processing time may be up to 3 working days; full processing must take place PRIOR to consideration of issuance of a building permit. ISSUANCE OF THIS CERTIFICATE DOES NOT CONSTITUTE ISSUANCE OF A BUILDING PERMIT, NOR DOES IT GUARANTEE THAT A BUILDING PERMIT WILL BE ISSUED FOR THE PROPOSED PROJECT.

The following information must be submitted:

1. **SITE PLANS**, drawn approximately to scale - show location of all existing and proposed structures on the parcel of land including the location and dimensions of driveways and off street parking and **SUBMIT CONSTRUCTION PLANS.**
2. An **e-911** confirmed address - permits cannot be issued to "lot of" or other types of incomplete addresses.
3. The **RECORDED DEED** to the property and **Registered Plat** demonstrating the actual shape, size, location, and dimensions of the lot. Plat must include location of any flood zones and type (X, A, AE, etc.) and the FIRM panel referenced.
4. **ALL SITES MUST UNDERGO SOIL ANALYSIS** via comparison to the Soil Survey of Gates County; identification of hydric soils requires environmental study to rule out inclusion of federally protected wetlands.
5. **PERC TEST RESULTS OR SEPTIC TANK APPROVAL** from the Health Department.
6. Location, type, size, and height of any signs (home occupations or commercial businesses).
7. If site disturbance is in excess of ONE ACRE, a soil sedimentation and erosion control plan and a stormwater plan Is required by NCDENR. Applicant must obtain the necessary permits from NCDENR's Washington, NC field office.

GENERAL INFORMATION	**Circle one:**	**Residential**	**Commercial**
Project Address:			
PARCEL #:	**Total Acreage:**	**Lot Square Footage:**	
Zoning Classification: (circle one)	**A-1**	**R-1**	**RMH-1**	**I-1**	**O-1**	**C-1**
Applicant Name:			
Mailing Address:			
Phone :	Cell Phone :	E-mail:	
Status of Applicant: ☐ Property Owner ☐ Contractor ☐ Legal Representative ☐ Other:			
Property Owner(s) Name:			
Mailing Address:			
Phone :	Cell Phone :	E-mail:	

You must have both signatures in the Authority to File Application section on the last page for the application to be considered complete.

SITE INFORMATION			
Select Project Type:	***Circle One:***	**# of structures proposed**	**Dimensions**	**# of existing structures**
☐ Construction	New Existing Relocation			
☐ Addition/Remodel	New Existing Relocation			
☐ Accessory Building	New Existing Relocation			
☐ Deck/Porch	New Existing Relocation			
☐ Modular Home	New Existing Relocation			
☐ Manufactured Home	New Existing Relocation			
☐ Business	New Existing Relocation			

Parking Spaces		
# of Existing Spaces:	*# of Proposed Spaces:*	*Total # of Parking Spaces:*

Please explain your request in detail (2-3 sentences):

All driveways and private roads **must** comply with **NFPA 1144** standards adopted by Gates County Board of Commissioners on July 2, 2007. The minimum surfaced area width is **12' and the minimum finished surface depth is 4"**. Other applicable regulations outlined in **Title IX Chapter 94 of the Gates Ordinances County Standard for Protection of Life and Property from Wildfire** also apply to all driveways and private roads. Please request a copy of applicable regulations when you submit an application for a Zoning Compliance Certificate.

Notice:
Due to *the natural topography of* Gates *County, there are occasions when property contains hydric soils, although it may be clearly evident. Hydric soils are indicative of Federally Protected Wetlands. If these soils are found, a site visit will be required by the US Army Corps of Engineers,* ***at no cost and other documents may be needed.***

AUTHORITY TO FILE APPLICATION:

I hereby agree to conform to all applicable laws and regulations of the County of Gates and the State of North Carolina (as may be applicable to my request), and certify that the above information and accompanying documents are complete, true and accurate to the best of my knowledge. In addition, I acknowledge that by filing this application, representatives from the Gates County Planning & Development Services may enter the subject property for the purpose of investigation and analysis of this request.

APPLICATIONS WILL NOT BE ACCEPTED WITHOUT SIGNATURE OF PROPERTY OWNER.

Applicant Signature: _____	Date_____
Property Owner Signature: _____	Date_____