

TOWN OF WEAVERVILLE SPECIAL USE PERMIT APPLICATION

Planning and Zoning Department, 30 South Main Street, P.O. Box 338, Weaverville, NC 28787

(828) 484-7002--- fax (828) 645-4776 --- jeller@weavervillenc.org

Special Use Permit Fee: \$350.00

OWNER/APPLICANT NAME:

APPLICATION DATE:

BRIEFLY DESCRIBE THE PROJECT:

PHONE NUMBER:

PROPERTY ADDRESS:

PIN:

DEED BOOK/PAGE:

TRACT AREA (acres):

PROPOSED SQ. FOOTAGE:

REGISTERED CONTRACTOR:

PHONE NUMBER:

ADDRESS:

REGISTERED ENGINEER:

PHONE NUMBER:

ADDRESS:

All applications shall be accompanied by a general site plan draw to scale and containing all elements of the attached checklist.

It is the applicant's responsibility to obtain a copy of the Town of Weaverville Zoning Ordinance and to be fully aware of the regulations detailed therein.

I certify that the above information is accurate and true and that I am the owner or a duly appointed agent of the owner.

SIGNATURE OF APPLICANT

DATE

OFFICE USE ONLY

FEE:	DATE PAID:	<input type="checkbox"/>	CHECK	<input type="checkbox"/>	CASH
SITE PLAN DECISION	<input type="checkbox"/>	APPROVED	<input type="checkbox"/>	DISAPPROVED	DATE:
DETAILED PLAN DECISION	<input type="checkbox"/>	APPROVED	<input type="checkbox"/>	DISAPPROVED	DATE:
<input type="checkbox"/>	APPROVED WITH CONDITIONS:				

All site plans submitted shall be prepared by, and bear the seal and signature of a registered engineer. Plans shall be drawn to scale containing all elements listed below. Plans shall be submitted in duplicate and accompanied by a statement that an Erosion Control permit from Buncombe County has been applied for.

At least one three-dimensional, color depiction of the proposed project shall be submitted containing elements listed below. Three-dimensional depictions of the proposed project may be submitted electronically or on a disk, if preferred.

Title block containing:	
	Name of owner
	Location/Address
	Buncombe County tax number (PIN)
	Date or dates survey was conducted and plan prepared
	Scale of the drawing, in feet per inch
	Deed book and page reference of deed conveying property to current owner
Property lines, public rights-of-way	
Exact dimensions by metes and bounds of the lot including interior lines if lot consists of multiple lots of record	
Lot area in acres	
Location, right-of-way width, and name of all streets bordering the property	
Ownership of all properties within 500 feet of site boundaries	
Minimum building setback lines applicable to the lot	
Drainage or utility easements (public and private) located on the lot	
Location of existing underground utilities	
Location of existing natural features including ponds, streams, watersheds, rock outcroppings	
Location of existing wells or septic fields	
Exact dimension and location of all existing & proposed buildings or structures including patios, porches, awnings, etc.	
Exact dimension and location of all off-street parking (refer to 36.176 of zoning ordinance)	
Exact dimension and location of all loading spaces/docks including all turn-around spaces	
Topography of the site in five (5) foot contours and true elevations	
Proposed points of ingress and egress (minimum of two each) with the proposed internal traffic pattern and parking	
Proposed provisions for stormwater collection and disposal, both natural & manmade, and treatment of ground cover	
Proposed connections with Town water	
Proposed connections with the MSD sewer system	
Proposed locations and screening of garbage dumpsters /bulk containers	
Buffering requirements if property abuts residential district (30ft setback, 20ft buffer)	
Proposed sidewalk (refer to 36.24 of zoning ordinance)	

Topographic Survey

Boundary information in metes and bounds including existing and proposed street rights of way
Location, grade, width, alignment of existing curbing, walks, grass, planting strips, roadway medians
Location, size, depths, of all underground utilities including gas, electric, water, sewer, stormwater

	Location and height above existing grade of overhead utility lines and poles
	Location and description of all recorded public or private utility easements and building setbacks
	Location of all natural features on the lot or within 100ft of the graded area
	Location of existing wells or septic fields
	Location of existing structures

Grading Plan

	Contour lines at no greater than 10ft intervals
	Grades at corners of buildings, step landings, and first floor elevations
	Finished grades at the edges of surfaced areas and at such interior points as necessary
	Proposed roadway elevations (profiles, cross sections, spot elevations)
	Top-of-Curb grades at all connecting sidewalks, curb returns, and all catch basin locations
	Spot elevations along swale lines, by using arrows to show direction of flow including slope gradients
	Lawn and earth grades
	Proposed location of stockpiled topsoil for future land use in landscaped areas
	Storage locations of construction materials outside the root zones of significant vegetation
	Location of existing significant vegetation
	Elevations of any floodplains location on or directly affecting the tract
	Location and size of any landscaping, screening, or buffering requirements as required by the Town

Landscape plan

	Existing and proposed landscaping
	Buffers required by Article VI – Landscape regulations
	Screens required
	Existing and proposed land uses of all adjoining properties and current zoning of those properties
	Existing vegetation intended to be saved under Section 36-154
	Any barriers proposed to protect vegetation during or after construction
	Topographic contours at intervals no greater than five feet
	Description of stormwater control and indication of direction of stormwater flow

Also may be required by the Town of Weaverville:

Traffic Impact Analysis (Section 36-25), Lighting Plan (Section 36-26), Street Cut Permit

Also may be required by Buncombe County:

Stormwater Plan, Erosion Control Plan, Building Permit, Floodplain Development Permit

Also may be required by NCDOT:

Driveway Permit