

Date Received _____

TOWN OF PINETOPS
SPECIAL USE PERMIT APPLICATION

Applicant Name(s) _____

Contact Name and Mailing Address _____

Contact Phone Number (_____) _____

Contact Fax Number (_____) _____

Contact Email Address _____

Name and address of the Property owner if different than the applicant

Street address of proposed use _____

Tax Parcel # _____

Proposed use _____

Items to be submitted with application:

1. Application and Public Notice Fee
2. GIS map of the Property
3. Site Specific Development Plan including general design of interior of the building.

The Zoning Ordinance imposes the following General Restrictions on the use requested by the applicant. Under each requirement the applicant should explain, with reference to attached plans, where applicable, how the proposed use satisfies these requirements. Answers should be supported by facts when possible.

The Board of Planning and Adjustment may grant permission for the establishment of a listed special use if the Board finds from the evidence produced after a study of the complete record that:

(a) Conditions and Specifications. That the proposed use meets all required conditions and specifications of the Zoning Ordinance and policies of the Town for submission of a special use permit. Such conditions and specifications include but are not limited to the following:

Compliance with lot area, dimensional standards, setback and other location standards, off-street parking requirements, and all application submission requirements.

(b) Specific Use Conditions. That the proposed use meets all specific use requirements as set forth in the Zoning Ordinance for the proposed use (if applicable – see attached supplemental application).

(c) That the use will not materially endanger the public health, safety or general welfare if located where proposed and developed according to the plan as submitted and approved.

(d) That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the plan of development of the town and its environs.

I certify that all of the information presented by me in this application is accurate to the best of my knowledge, information and belief. I authorize the Town of Pinetops to place a sign on the property in question, for the purpose of alerting the general public of my request.

Date _____

Print Name _____

Signature of Applicant _____

Edgecombe County, North Carolina

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: _____

Date: _____

Notary Public

(Official Seal)

My commission expires: _____

NOTE: If the person who is requesting the Board of Planning and Adjustment to take action on a particular piece of property is not the owner of the property and does not have a binding option to purchase the property, then the actual owner(s) of the land must complete this form. If the person who is requesting the Board of Planning and Adjustment to take action on a particular piece of property is the owner of the property or has a binding option to purchase the property, please disregard this form. Attach a copy of the option to purchase if the applicant has a binding option to purchase the property.

I /We _____ am /are the owner(s) of the
property located at _____.

I /We hereby authorize _____
to appear by consent before the Town of Pinetops Board of Board of Planning and Adjustment in order
to ask for a special use permit to

at this location. I /We understand that the special use permit, if granted, is permanent and runs with the
land unless otherwise conditioned. I /We authorize the Town of Pinetops to advertise and present this
matter in my /our name as the owner of the property.

If there are any questions, you may contact _____ at my
address,

or by telephone at (____) _____

Respectfully yours,

Owner _____

Date _____

Owner _____

Date _____

Edgecombe County, North Carolina

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Date: _____

Notary Public (Official Seal)

My commission expires: _____

