

Sanford/Lee County Zoning & Design Review Department
115 Chatham Street, Suite 1, Sanford, NC 919-718-4656 or zoning@sanfordnc.net

Zoning Clearance Permit Application – Residential

*Top section of form to be completed by applicant. A site plan is also typically required (see page 2).
Complete the form to the best of your ability and submit it for review via email to zoning@sanfordnc.net
or mail /deliver it to the address provided above.*

Upon review of your application, we will contact you with questions and/or the zoning approval for the project.

Jurisdiction: (check) City of Sanford, including ETJ Lee County Broadway, including ETJ

Location of Property: _____

Parcel No. _____ **Acreage:** _____

Name of Subdivision or MHP: _____ **Lot #** _____

Proposed Land Use/Description of Project: _____

Proposed Minimum Building Setbacks: A principal building is the house. An accessory building is the storage bldg. or garage.

Principal Building: FRONT: _____ FT. REAR: _____ FT. LEFT SIDE: _____ FT. RIGHT SIDE: _____ FT.

Accessory Building: FRONT: _____ FT. REAR: _____ FT. LEFT SIDE: _____ FT. RIGHT SIDE: _____ FT.

Water Source: Is the source Existing or Proposed? (circle) **Public Water:** _____ **Private Well:** _____

Sewer Source: Is the source Existing or Proposed? (circle) **Public Sanitary Sewer:** _____ **Private Septic System:** _____

Access: Is the access to the site Existing or Proposed? (circle) **Public Street:** _____ **Private Road:** _____ **Easement:** _____

Comments: _____

Proposed Minor Subdivision: # of lots under 10 acres _____ # of lots 10 acres or greater _____

Comments: _____

I hereby certify that the information above is accurate to the best of my knowledge as of the date of my signature.

Print and Signature of Applicant's Name: _____ Date: _____

Mailing Address: _____

Email: _____ Phone: _____

THIS SECTION TO BE COMPLETED BY STAFF - DEVELOPMENT REQUIREMENTS

Zoning: _____ Site Plan Required: YES or NO Comments: _____

REQUIRED Principal Building Setbacks: FRONT: _____ ft. REAR: _____ ft. LEFT SIDE: _____ ft. RIGHT SIDE: _____ ft.

REQUIRED Accessory Building Setbacks: FRONT: _____ ft. REAR: _____ ft. LEFT SIDE: _____ ft. RIGHT SIDE: _____ ft.

Accessory Building Height: _____ Refer to UDO 5.1.4 regarding height of accessory structures within principal building setbacks.

Parking: #Spaces Required: _____ #Spaces Provided: _____ Comments: _____

Floodplain: YES or NO, If yes, FEMA Map # and Date of Map _____

Floodplain Certificate Required: YES or NO Comments: _____

Watershed: YES or NO Comments: _____

Sedimentation and Erosion Control Plan Required: YES or NO Comments: _____

Driveway Permit Required: YES or NO Comments: _____

Is site within an overlay zoning district? YES or NO If yes, which district(s): _____

I hereby certify that the information above is accurate to the best of my knowledge as of the date of my signature and approval of this certification; however, the UDO and other Ordinances may change at the discretion of the respective governing Board. Also, the interpretation of the Ordinances may change periodically.

Planning Authorization _____ Date _____

Comments: _____

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Site Plan – to be created by the applicant.

Please illustrate the site plan for this project. This plan should show what is existing on the site and what is proposed on the site, so that staff can verify that the use is permitted and that it is in compliance with any applicable design standards as per the local zoning ordinance. Items typically illustrated on a site plan include property lines, buildings, driveways, travel ways, parking, drainage facilities, sanitary sewer lines, water lines, trails, lighting, and landscaping. These items may be existing and/or proposed as part of your project. You may create a site plan on a GIS aerial image of the site and attach it if you prefer.

