

EnerGov Case #: \_\_\_\_\_

**\$750 FEE**

# SANFORD / LEE COUNTY / BROADWAY

## CONDITIONAL ZONING MAP AMENDMENT APPLICATION



Sanford/Lee County Community Development Dept.

115 Chatham Street, Sanford, NC 27330

**Contact Person:** Amy McNeill, Senior Planner at amy.mcneill@sanfordnc.net or (919) 718-4656, ext. 5397

This application is intended for the conditional rezoning of a site to allow particular land uses to be established in accordance with specific standard and conditions pertaining to each individual development project.

**Type 1 Conditional Zoning** is intended for an applicant who seeks to create a stand-alone district with its own unique conditions, under which a property owner has the freedom to create his/her own unique list of permitted uses and design standards.

**Type 2 Conditional Zoning** is intended for applicants who seek to place additional conditions upon an existing, equivalent conventional general use zoning district. This rezoning is ideal for applicants who would like to reduce or narrow the permitted uses available for a particular property or impose a higher level of design standards than that which exists within an equivalent general use zoning district.

A **site plan and/or subdivision plan** illustrating the specific land uses, design elements, and other characteristics of the development is required.

Jurisdiction:  CITY OF SANFORD       LEE COUNTY       TOWN OF BROADWAY

Applicant Name: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_ Applicant Email: \_\_\_\_\_

Property Owner Name & Address (if different from applicant): \_\_\_\_\_

Location of Subject Property: \_\_\_\_\_

Lee County Parcel ID (PIN): \_\_\_\_\_

Total Acreage of Site: \_\_\_\_\_ acres Existing Land Use(s): \_\_\_\_\_

Zoning Classification: Current: \_\_\_\_\_ Requested: \_\_\_\_\_

Reason(s) for Requesting a Zoning Map Amendment (Rezoning): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe in detail any additional conditions of development proposed as part of the Conditional Zoning District. **Conditions may be listed on additional, separate sheets, if necessary. Additionally, a scaled site plan and/or subdivision plan shall be submitted illustrating all conditions as described in the text.**

LAND USES *Provide specific details on what land uses are explicitly permitted or prohibited.*

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DENSITY *For residential development, how many dwelling units per acre are proposed.*

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VEHICULAR ACCESS *Parking lots, driveway access, street design.*

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LANDSCAPING *Perimeter buffers, street yard and parking lot plantings, street trees.*

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OPEN SPACE *Areas for passive and active recreation, common areas, or site amenities.*

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I hereby acknowledge that the information contained herein is true. It is further understood that this application will be reviewed for completeness and accuracy and that it shall not be scheduled for official considerations until all required contents are submitted in proper form to the Sanford/Lee County Community Development Department. Also, by submitting this Conditional Zoning application, I am voluntarily requesting that restrictions on the use of land and/or zoning conditions of development be placed upon the subject property as included in this petition.

\_\_\_\_\_  
Applicant (Sign & Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner (Sign & Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner (Sign & Print)

\_\_\_\_\_  
Date

**REQUIRED ATTACHMENTS / SUBMITTALS**

- A) A completed rezoning application. Incomplete applications / submittals will not be processed.
- B) Twelve (12) copies of all plans and supporting documentation to be included in the agenda packet for board review.
- C) Approval letter from the Sanford/Lee County/Broadway Technical Review Committee (TRC) verifying that the plans have been reviewed/approved to move forward with a rezoning request.
- D) A \$750.00 application fee, payable to the City of Sanford, is required before processing the application.
- E) The submittal deadline is the first day of each month at 12:00pm/noon which enables the rezoning to be heard the following month (pending space on that month’s agenda). The applicant will be notified of the date of their public hearing once the application has been deemed complete.
- F) If the exterior boundary of the area to be rezoned does not follow existing property boundaries, then the applicant shall be required to submit a metes and bounds (legal) description describing the rezoning area.
- G) No substantive changes may be made to an application once it has been submitted. If changes are necessary, the applicant must submit a new application and request the prior application be voided.

**STAFF USE ONLY**

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Staff Signature: \_\_\_\_\_