ZONING CLEARANCE PERMIT

CITY OF NEWTON PLANNING DEPARTMENT

P.O. BOX 550 (828)695-4305 Fax (828)465-7412

2009

THIS PERMIT EXPIRES IN SIX MONTHS OR AFTER A ONE YEAR LAPSE IN WORK

GENERAL INFORMATION

Project Address: _____ Pin: _____

Project Description: _____ Area Disturbed: _____ Estimated Cost: $ _____

Applicant: _____ Owner: _____

Address: _____ Address: _____

City: _____ State: ___ Zip Code: _____ City: _____ State: ___ Zip Code: _____

Phone: _____ Fax: _____ Phone: _____ Fax: _____

Email: _____ Email: _____

I do hereby certify that the foregoing statements are accurate and correct to the best of my understanding and knowledge and that I agree to conform to all City Ordinances and Laws of the State of North Carolina regulating such work and any plans or specifications submitted. With my signature below I assume responsibility for all errors and omissions of the information provided on this application together with any plans and/or other documents associated with the issuance of this Permit by the City of Newton.

Signature of Applicant: _____ Date: _____

PROJECT INFORMATION

Type of Permit Needed:

- ☐ New Construction
- ☐ Sign
- ☐ Mobile Home
- ☐ Remodel
- ☐ Accessory
- ☐ Addition/alteration
- ☐ Service Change
- ☐ Structure Moving
- ☐ Demolition
- ☐ Change of Use

Type of Use:

- ☐ Single-Family Residential
- ☐ Commercial
- ☐ Assembly
- ☐ Multi-Family Residential
- ☐ Industrial
- ☐ Non-Profit/Governmental

Zoning District: _____

Overlay District:

- ☐ SPI - Highway Corridor _____
- ☐ SPI - Watershed _____
- ☐ Flood Plain Overlay
- ☐ St Pauls Overlay

Required Setbacks:

Front: _____

Rear: _____

Side: _____

Side Street: _____

Utilities Services:

Electricity: ☐ City of Newton ☐ Duke / REMCO

Water: ☐ City of Newton ☐ Well

Sewer: ☐ City of Newton ☐ Septic Tank

Other Requirements:

- ☐ Buffers & Screening Required
- ☐ Stormwater Permit Required
- ☐ Grading Permit Required
- ☐ Watershed: WS-IV - P / WS-III - C / WS-III - BW
- ☐ Soil Erosion Permit Required
- ☐ Driveway Permit Required: City / NCDOT
- ☐ Flood Plain - As Built Survey Required
- ☐ Plan Review Required
- ☐ Vested Rights

DEPARTMENT

Approval:

Complete Application Received: _____ Fee: $ _____ Receipt #: _____

Signature of Approving Authority: _____ Date: _____

NOTES: _____

Inspection Approval: Setback - Date: _____ By: _____ Final - Date: _____ By: _____

CITY OF NEWTON PLANNING DEPARTMENT
ZONING CLEARANCE PERMIT REQUIREMENTS

PRIOR TO THE ISSUANCE OF A ZONING CLEARANCE PERMIT, THE FOLLOWING INFORMATION MUST BE SUBMITTED FOR REVIEW TO ENSURE COMPLIANCE WITH THE ZONING ORDINANCE. PLEASE FOLLOW THESE GUIDELINES CAREFULLY WHEN SUBMITTING PLANS.

PLEASE ALLOW APPROXIMATELY SEVEN (7) BUSINESS DAYS FOR PLAN REVIEW. FORMAL REVIEW WILL TAKE PLACE UPON RECEIPT OF A COMPLETE APPLICATION, INCLUDING ALL REQUESTED DOCUMENTS. AN INCOMPLETE SUBMITTAL WILL RESULT IN DELAYS.

1. **A SURVEY** IS REQUIRED FOR ALL NEW DEVELOPMENT (AS DESCRIBED BELOW). STAFF MAY WAIVE THE SURVEY REQUIREMENT BASED UPON A FINDING THAT COMPLIANCE CAN BE VERIFIED WITH ALTERNATIVE INFORMATION PROVIDED BY THE APPLICANT.

   INFORMATION REQUIRED ON SURVEY
   - ENGINEER SCALE (1:10, 1:20, 1:30, 1:40, 1:50, 1:60)
   - COUNTY PARCEL ID NUMBER
   - PROPERTY LINES
   - TOTAL PARCEL AREA (IN SQUARE FEET OR ACRES)
   - EXISTING STRUCTURES
   - OVERLAY DISTRICT BOUNDARY (FLOODPLAIN, WATERSHED, HIGHWAY PROTECTION)
   - ZONING DISTRICT
   - DISTRICT SETBACK REQUIREMENTS
   - RIGHTS OF WAY
   - EASEMENTS
   - PROPOSED DEVELOPMENT (PLEASE INCLUDE STRUCTURES AND TOTAL LIMIT OF DISTURBANCE)
   - TOTAL AREA FOR PROPOSED STRUCTURES
   - WATER, SEWER, GAS, ELECTRIC, AND/OR STORM DRAIN INFRASTRUCTURE
   - SERVICE CONNECTIONS

2. **THREE (3) COMPLETE SETS OF PLANS** (AS DESCRIBED BELOW) are necessary for all projects with the exception of single-family, manufactured home, and two-family residential construction).

   REQUIRED PLAN SHEETS
   - FLOOR PLAN
   - PLUMBING
   - ELECTRICAL
   - HVAC
   - FIRE PROTECTION
   - GRADING, EROSION CONTROL, STORMWATER (IF APPLICABLE)
   - ELEVATION CERTIFICATE (IF APPLICABLE)

3. **APPROVED DRIVEWAY PERMIT(S)** (IF APPLICABLE).

UPON ISSUANCE OF THIS ZONING CLEARANCE PERMIT, YOU WILL ALSO NEED TO OBTAIN A BUILDING PERMIT FROM THE CATAWBA COUNTY BUILDING INSPECTIONS DEPARTMENT. THEY CAN BE CONTACTED BY PHONE AT 828-465-8399.

PLEASE CONTACT THIS OFFICE BEFORE FOOTINGS ARE POURED AND AT THE COMPLETION OF CONSTRUCTION SO THAT WE MAY CONDUCT THE NECESSARY INSPECTIONS. A CERTIFICATE OF OCCUPANCE WILL NOT BE ISSUED UNTIL THESE INSPECTIONS HAVE BEEN MADE.

IF THE SITE WILL BE SERVICED BY ANY CITY UTILITY SERVICES, PLEASE CONTACT THE CUSTOMER SERVICE DEPARTMENT TO SET UP AN ACCOUNT AND ACQUIRE NECESSARY TAPS AND METERS. THE CITY OF NEWTON CUSTOMER SERVICE DEPARTMENT PHONE NUMBER IS 828-695-4301.