

## **TOWN OF BLACK MOUNTAIN PLANNING AND DEVELOPMENT SERVICES ZONING APPROVAL**

Zoning approval is required for all new construction, additions, accessory structures and commercial uses. **Zoning Approval does not guarantee Building Approval.**

A permit may be obtained by visiting our website at [www.townofblackmountain.org](http://www.townofblackmountain.org) or by visiting the Planning Department at 160 Midland Avenue, Black Mountain, NC 28711.

### **REQUIRED ITEMS TO OBTAIN ZONING APPROVAL:**

1. Site Plan – A scaled drawing showing the lot lines, lot dimensions, location and size of all existing and proposed structures or additions, and their distances from lot lines. If the lot has wetlands or flood plain, the area may need to be delineated by a Registered Land Surveyor or consultant. The site plan must be signed and dated by either the owner or contractor.  
Please Note: Location surveys will be required if you are within 5 feet of any required setback.
2. Elevations: Elevations are required to show the height of the structure from the highest adjacent grade.
3. Fee: \$50.00
4. Additional information may be required.
5. Application completed. Incomplete applications will not be accepted.

### **YOUR PERMIT APPLICATION WILL BE REVIEWED FOR:**

1. Setbacks (front, side, rear)
2. Height
3. Actual land use
4. Environmentally sensitive areas (wetlands, floodplain, steep slope)
5. Legal parcel status (if the lot is legally conforming to the regulations)

### **INSPECTIONS REQUIRED**

1. FIRST INSPECTION: When the footers have been dug but before concrete has been poured. Call (828) 419-9373 to schedule the inspection.
2. SECOND INSPECTION: When the building is completed and landscaping and parking have been installed (if applicable). Call (828) 419-9373 to schedule the inspection.
3. A Certificate of Compliance will be sent to you upon completion of the second inspection if all zoning ordinance requirements are met.

### **QUESTIONS?**

Please call our office at (828) 419-9300 ext. 373 or contact by email at [jennifer.tipton@townofblackmountain.org](mailto:jennifer.tipton@townofblackmountain.org).

**All applications will be processed and made available to the applicant within five (5) business days.**

Town of Black Mountain  
160 Midland Avenue, Black Mountain, NC 28711  
Phone: 828-419-9300 ~ Fax: 828-669-2030

**ZONING APPROVAL APPLICATION** [www.townofblackmountain.org](http://www.townofblackmountain.org)

<b>PROPERTY OWNER INFORMATION</b>			
Owner Name			
Owner Address (Number, Street, City, State, ZIP)			
Home Phone	Cell Phone	Email Address	
<b>CONTRACTOR INFORMATION</b>			
Contractor Name			
Contractor Address (Number, Street, City, State, ZIP)			
Office Phone	Cell Phone	Email Address	
<b>PROPERTY INFORMATION</b>			
Parcel Number	Current Zoning	Acreage	
Address			
Average Slope %	Existing Square Footage		
<b>PROJECT INFORMATION</b>			
Project Description			
<input type="checkbox"/> This project is a new building or structure <input type="checkbox"/> This project is an addition/alteration to an existing building or structure <input type="checkbox"/> This project is an accessory structure			
Height	Front Setback	Side Setback	Rear Setback
# of Parking Spaces	# of Stories	Use of Structure	
Acreage to be Disturbed	Square Footage		

1. Does the property have a stream?  Yes  No  Don't Know  
 2. Is there a floodplain or floodway on the property?  Yes  No  Don't Know

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1. I, the undersigned, hereby make application for a zoning permit only for the location and the work described herein and certify to the accuracy of that information. I further certify that I am the property owner, or a duly authorized representative, and may sign this application on behalf of the owner(s) of said property, and I have read and understand all of the conditions of this permit and will construct the project in compliance with those conditions. I understand that failure to provide accurate information or to comply with any provisions of the application renders it null and void and may result in an enforcement action.
  
2. I, the undersigned, hereby consent to the entry on the permitted premises by zoning inspectors of the Town of Black Mountain to determine compliance with the town's zoning ordinances. This consent is valid for the period commencing with the issuance of this zoning approval and terminating with issuance of a certificate of compliance or until earlier revoked in writing by the owner of the property.

Print: Owner/Contractor	Date:
Signature: Owner/Contractor	Date:

~~~~~**OFFICE USE ONLY**~~~~~

Date Received: \_\_\_\_\_

Case Number: \_\_\_\_\_