

TOWN OF LAKE WACCAMAW  
 P. O. BOX 145  
 LAKE WACCAMAW, NORTH CAROLINA 28450  
 (910) 646-3700

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ZONING COMPLIANCE PERMIT

Applicant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_

Property Address/Location: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Flood Hazard Area (Circle One) YES NO

Lot Size: \_\_\_\_\_

Purpose of Permit Request: \_\_\_\_\_

Describe Other Buildings on Property: \_\_\_\_\_

Attach an accurate map indicating the location and dimensions of the following: Property lines, structures proposed to be built or altered and other buildings on the property. Show the location of the well and septic tank/system. Indicate the set-back dimensions and height for all buildings on the property and proposed buildings. Please attach any additional information which will help us to understand your request. Fill in all blanks shown above with as much detail as possible.

CERTIFICATION:

I certify that I am authorized to make this application, that the information provided is correct to the best of my knowledge, that I am authorized to grant and do grant permission to the local zoning official and local building official to enter on the property described above for the purpose of inspections.

Signed: \_\_\_\_\_

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

# Zoning Compliance Permit

Fee: \$25.00<sup>1</sup>

Step 1. Applicant visits Town Hall and fills out Zoning Compliance Permit form and submits an accurate map indicating the following:

- a. Present zoning classification.
- b. Boundary lines and names of the owners and tax parcel numbers of property immediately adjacent to the site (includes property across the street).
- c. Structure size, height, and location (including accessory structures).
- d. Setbacks for front, rear, and sides (including accessory structures).
- e. Parking, driveways and internal circulation plan.
- f. Yards shown in compliance with the zoning district.
- g. Location of site relative to streets.
- h. Site lighting plan.
- i. Date of submittal.
- j. North arrow.
- k. Utilities locations. Water and sewer lines and septic tanks and wells.
- l. Additional information deemed necessary by the Planning Board or Town Board.

Step 2. Zoning Compliance form will be reviewed by Zoning Administrator.

Step 3. Zoning Administrator prepares a memorandum for the record. This memo will consist of 3 sections:

- a. Briefly restate the request.
- b. Comments.
- c. Recommendations and requirements.

Step 4. Building permit may be issued. Or, if not consistent with the Zoning Ordinance, may not be issued. Applicant may resubmit a request revising the plan. Applicant may appeal the decision of the Zoning Administrator to the Board of Adjustment.