



Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

info@southernshores-nc.gov

www.southernshores-nc.gov

PLANNING BOARD

GENERAL APPLICATION FORM

TOWN OF SOUTHERN SHORES, NC 27949

Application # _____

Date: / /

Filing Fee

Receipt No.

NOTE: The Planning Board will follow the specific provisions of the Zoning Ordinance Chapter 36. Article X Administration and Enforcement, Section 36-299. Application for Building Permits and Site Plan Requirements. (* See below for requirements.)

- Chapter 30. Subdivisions-Town Code
- Chapter 36. Article VII. Schedule of District Regulations. Section 36-207 C-General Commercial District
- Chapter 36. Article IX. Planned Unit Development (PUD)
- Chapter 36. Article X. Administration and Enforcement, Section 36-299 (b) Application for Building Permits and Site Plan Review other than one and two family dwelling units (attached Appendix B **)
- Chapter 36. Section 36-300-Application for Permit for Conditional Use
- Chapter 36. Section 36-303 Fees
- Chapter 36. Section 36-304-Vested Rights
- Chapter 36. Article XIV. Changes and Amendments

Certification and Standing: As applicant of standing for project to be reviewed I certify that the information on this application and the site plan is complete and accurate.

Applicant

Name _____ (Applicant must be property owner by Town policy)

Address: _____

Phone _____ Email _____

Applicant's Representative (if any)

Name _____

Agent, Contractor, Other (Circle one)

Address _____

Phone _____ Email _____

Property Involved: ___ Southern Shores ___ Martin's Point (Commercial only)

Address: _____ Zoning district _____

Section _____ Block _____ Lot _____ Lot size (sq.ft.) _____

Request: ___ Site Plan Review ___ Final Site Plan Review ___ Conditional Use ___ Permitted Use

___ PUD (Planned Unit Development) ___ Subdivision Ordinance ___ Vested Right ___ Variance

Change To: ___ Zoning Map ___ Zoning Ordinance

Adjacent Property Owners Information (To be shown on site plan)

Signature _____

Date _____

*** 2. Site plan requirements. Twelve (12) copies of the site plan shall be submitted no later than thirty (30) days prior to the planning board meeting at which the plan is to be reviewed. All plans shall be prepared, stamped and endorsed by a North Carolina registered engineer, surveyor or architect, or other person duly authorized by the state to prepare such plans.**

****Attach additional information as may be applicable**