



Town of Falcon

Planning & Inspections Department

CASE #: _____
PLANNING BOARD
MEETING DATE: _____
DATE APPLICATION
SUBMITTED: _____
RECEIPT #: _____
RECEIVED BY: _____

APPLICATION FOR CONDITIONAL USE DISTRICT & PERMIT REZONING REQUEST FALCON ZONING ORDINANCE

Upon receipt of this application (petition), the Planning and Inspections Staff will present to the Joint Planning Board the application at a hearing. In accordance with state law and Board’s policy, a notice of the hearing will be mailed to the owners of the adjacent and surrounding properties, which may be affected by the proposed Conditional Use.

The Joint Planning Board will make a recommendation to the Falcon Board of Commissioners concerning the request. The Board of Commissioners will schedule a public hearing and make a final decision on the matter. Generally, the Commissioners will hold a public hearing two to three weeks following the meeting of the Joint Planning Board. The Conditional Use District and Permit shall not be made effective until the request is heard and received approval by the Board of Commissioners.

The following items are to be submitted with the completed application:

- 1. A copy of the recorded deed and/or plat;**
- 2. If a portion of an existing tract, an accurate written legal description of only the area to be considered for rezoning;**
- 3. A copy of a detailed site plan drawn to engineering scale, showing the location of all buildings, yard dimensions, driveways, fencing, lighting parking areas, landscaping, and all other pertinent data to the case; and**
- 4. A check made payable to the “Cumberland County” in the amount of \$_____. (See attached Fee Schedule).**

NOTE: Any revisions, inaccuracies or errors to the application or site plan may cause the case to be delayed and will be scheduled for the next available Board meeting according to the Board’s meeting schedule. Also, the application fee is *nonrefundable*.

The County Planning Staff is available for advice on completing this application; however, they are not available for completion of the application or preparation of the site plan.

TO THE CUMBERLAND COUNTY JOINT PLANNING BOARD AND THE TOWN OF FALCON BOARD OF COMMISSIONERS, FALCON, NORTH CAROLINA:

I (We), the undersigned, hereby submit this application, and petition the Falcon Board of Commissioners to amend and to change the zoning map of the Town of Falcon as provided for under the provisions of the Falcon Zoning Ordinance. In support of this petition, as hereinafter requested, the following facts are submitted:

1. Applicant/Agent _____
2. Address: _____ Zip Code: _____
3. Telephone: (Home) _____ (Work) _____
4. Location of Property: _____

5. Parcel Identification Number (PIN #) of subject property: _____
(also known as Tax ID Number or Property Tax ID)
6. Acreage: _____ Frontage: _____ Depth: _____
7. Water Provider: _____
8. Septage Provider: _____
9. Deed Book _____, Page(s) _____, Cumberland County Registry. (Attach copy of deed of subject property as it appears in Registry).
10. Existing use of property: _____
11. Proposed use(s) of the property: _____

NOTE: Be specific and list all intended uses.

12. It is requested that the foregoing property be rezoned From: _____
TO:
_____ Conditional Use District, with an underlying zoning district of _____
(Article IV)

APPLICATION FOR
CONDITIONAL USE PERMIT

1. PROPOSED USE(S):

- A. List the use(s) proposed for the Conditional Use Permit. (Use of the underlying district will be restricted only to the use(s) specified in this application.)

- B. Density: List the amount of acreage that will be residential, commercial, and/or open space, and the number of lots and/or dwelling units proposed, and the square footage of the non-residential units.

2. DIMENSIONAL REQUIREMENTS:

- A. Reference either the dimensional requirements of the district, Sec. 7.3 or list the proposed setbacks.

- B. Off-street parking and loading, Article VIII: List the number of spaces, type of surfacing material and any other pertinent information.

3. SIGN REQUIREMENTS:

Reference the district sign regulations proposed from Article IX.

4. LANDSCAPE AND BUFFER REQUIREMENTS:

A. For all new non-residential and mixed use development abutting a public street, indicate the number and type of large or small ornamental trees used in the streetscape, yard space, and/or parking areas, plus the number and type of shrubs. [Sec. 7.32 & 8.28]. **NOTE: All required landscaping must be included on the site plan.**

B. Indicate the type of buffering and approximate location, width and setback from the property lines. [Sec. 7.27]. **NOTE: Required buffering must be included on the site plan.**

5. MISCELLANEOUS:

List any information not set forth above, such as the days and hours of the operation, number of employees, exterior lighting, noise, odor and smoke, emission controls, etc.

6. SITE PLAN REQUIREMENTS:

The application shall include a site plan drawn to the specifications of Sec. 12.45. If the proposed uses involve development subject to the Falcon Subdivision Ordinance, the site plan required may be general in nature, showing a generalized street pattern, if applicable, and the location of proposed uses. If the proposed uses include development not subject to the Subdivision Ordinance, the site plan shall be of sufficient detail to allow the Planning and Inspections Staff and the Planning Board to analyze the proposed uses and arrangement of uses on the site. It shall also include the footprints of all buildings (proposed and existing), the proposed number of stories, location and number of off-street parking and loading spaces, proposed points of access to existing streets and internal circulation patterns. In addition, the location of all proposed buffers and fences and landscaping shall be included on the site plan.

7. STATEMENT OF ACKNOWLEDGMENT

It is understood by the undersigned that the official zoning map, as originally adopted and subsequently amended, is presumed to be appropriate to the property involved and that the burden of proof for a zoning amendment (change) rest with the petitioner.

It is the responsibility of the petitioner (personally or by agent) to submit to the Planning and Inspections Department a valid request, not incompatible with existing neighborhood zoning patterns.

In order for the Planning Board to offer a favorable recommendation, and for the Board of Commissioners to approve, any Conditional Use District and Permit they must find from the evidence presented at their respective public hearing that:

- A. The use will not materially endanger the public health or safety if located according to the plan submitted and recommended;
- B. The use meets all required conditions and specifications;
- C. The use will maintain or enhance the value of adjoining or abutting properties, or that the use is a public necessity; and
- D. The location and character of the use, if developed according to the plan as submitted and recommended, will be in harmony with the area in which it is to be located and in general conformity with Falcon’s most recent Land Use Plan and adopted planning policies.

I further understand I must voluntarily agree to all conditions proposed for the Conditional Use Permit.

The undersigned hereby acknowledge that the County Planning Staff has conferred with the petitioner or assigns, and the application as submitted is accurate and correct.

NAME OF OWNERS (PRINT OR TYPE)

ADDRESS OF OWNER (S)

E-MAIL

HOME TELEPHONE #

WORK TELEPHONE

SIGNATURE OF OWNER (S)

SIGNATURE OF OWNER (S)

NAME OF AGENT, ATTORNEY, APPLICANT (by assign) (PRINT OR TYPE)

ADDRESS OF AGENT, ATTORNEY, APPLICANT

E-MAIL

HOME TELEPHONE#

WORK TELEPHONE #

SIGNATURE OF AGENT, ATTORNEY
OR APPLICANT

- * **ALL record property owners must sign this petition.**
- * **The contents of this application, upon submission, becomes “public record.”**

**FALCON ZONING ORDINANCE
FEE SCHEDULE**

REQUESTED ZONING DISTRICTS¹	LESS THAN 5 ACRES	5 TO 50 ACRES	50 TO 100 ACRES	100+ ACRES
CONDITIONAL USE DISTRICTS² RESIDENTIAL	\$500	\$500	\$500	\$500
CONDITIONAL USE DISTRICTS² NONRESIDENTIAL	\$700	\$800	\$800	\$800

- 1 If more than one zoning district is requested in the same applications, the highest fee for the district requested will apply.
- 2 If a general rezoning is requested and based on recommendations of the Joint Planning Board or Falcon Commissioners, the Applicant desires to submit a Conditional Use District and Permit application; the original application fee will be credited towards the Conditional Use District and Permit.

REQUIREMENTS FOR SITE PLAN REVIEW

1. Drawing done to engineering scale

2. Drawing will reflect:

- *metes and bounds of entire site with adjoining street right-of-way shown and name or state road number of that street or road;*
- *foot print of all existing and/or proposed buildings or additions with dimensions and square footage indicated;*
- *location and size of all existing and/or proposed curbcuts and indicate such on the plan;*
- *parking plan to include the location of all proposed spaces (standard size is 9' by 20'), parking isle width and traffic circulation scheme;*
- *existing or proposed location and drain field area of wells and/or septic tanks;*
- *existing or proposed fencing;*
- *setbacks of all existing and/or proposed buildings or additions from all other building and from all property lines- Note: If setbacks shown are not in accordance with the minimum setbacks of the zoning district of the property, then attach a letter requesting any such variance with a reasonable explanation or justification as to why the variance is necessary in order to develop the site.*
- *Any easements which may exist on the subject property are accounted for and shown on the plan, not encumbered and that no part of the development is violating the rights of the easement holder.*

3. Vicinity map to show location of property or site within the City or County

4. Correct north arrow

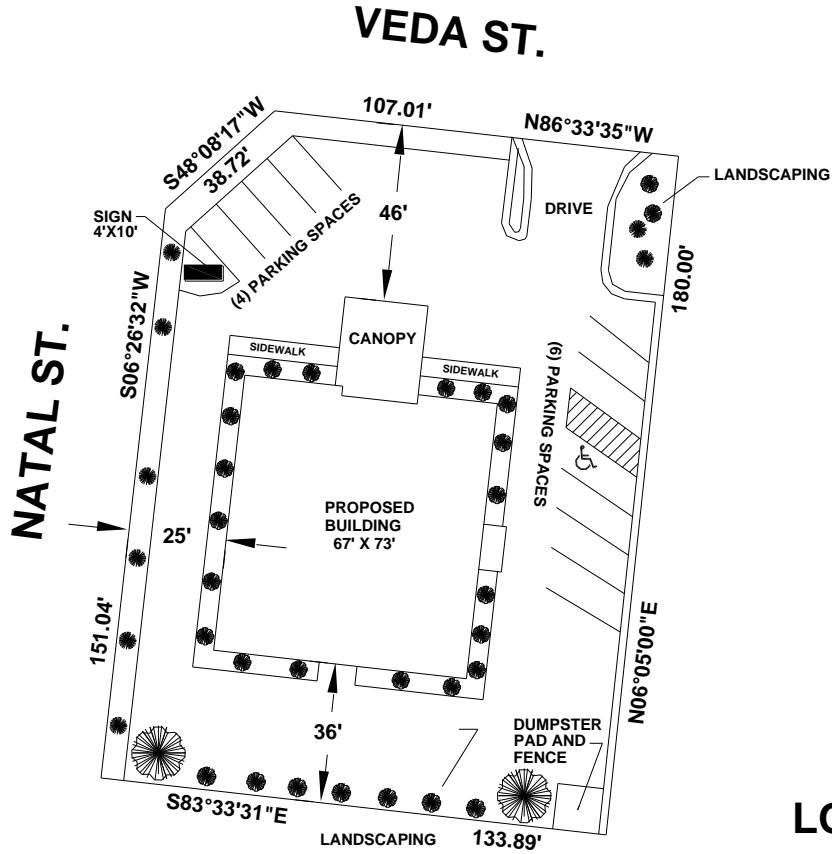
5. Data block to reflect the following:

- *name of development*
- *owner*
- *zoning of property*
- *acreage of site*
- *scale of drawing*
- *proposed building or addition square footage*
- *number of off-street parking spaces (to include handicapped spaces)*

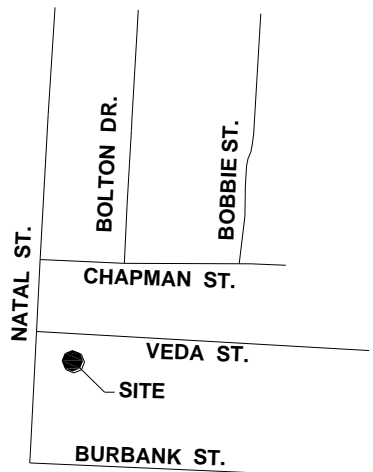
6. If split zoning, zoning lines must be shown on the preliminary

REVISED: January 22, 2012

SAMPLE MAP SITE PLAN REVIEW



LOCATION MAP



PROPERTY OF: _____

ZONED: _____ SCALE: 1" = 50'

PIN#: _____

_____ COUNTY, NC