



37N. Main St.  
P. O. Box 431  
Belmont, NC 28012  
704 901 2610  
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## City of Belmont Zoning Permit Application

Property owner(s): \_\_\_\_\_ **Lot Number** \_\_\_\_\_

Property address: \_\_\_\_\_ Parcel ID no. (six-digit): \_\_\_\_\_

Owner mailing address: \_\_\_\_\_

City, state, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Work/cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

Subdivision or development name: \_\_\_\_\_

**Applicant (if different from property owner):** \_\_\_\_\_

Mailing address: \_\_\_\_\_

City, state, ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

**Contractor:** \_\_\_\_\_

Mailing address: \_\_\_\_\_

City, state, ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

**Application for:**  New construction\*  Change in use  Interior renovation  Accessory building\*  
 Swimming pool\*  Addition/expansion\*  Demolition/grading  Sign\*  Other: \_\_\_\_\_

\*A scaled site plan or plot plan must be submitted for these items.

**Description of project:** \_\_\_\_\_

Project cost: \$ \_\_\_\_\_

**Number of bedrooms** \_\_\_\_\_ (New SFD) Lot Coverage (maximum impervious) \_\_\_\_\_%

Size of lot (sq. ft.): \_\_\_\_\_ Lot frontage: \_\_\_\_\_ Front setback: \_\_\_\_\_ Left side setback: \_\_\_\_\_

Right side setback: \_\_\_\_\_ Rear setback: \_\_\_\_\_ Htd. sq. ft. of house: \_\_\_\_\_

**Accessory structure information (detached garage, utility building, pool, carport, etc.):**

Size of bldg.: \_\_\_\_\_ by \_\_\_\_\_ Htd. sq. ft. of house: \_\_\_\_\_ Left side setback: \_\_\_\_\_ Right side setback: \_\_\_\_\_ Rear setback: \_\_\_\_\_ Dist. from house: \_\_\_\_\_

**Note:** Dimensions in feet unless noted. Dimensions are critical and we need accurate measurements. Thanks.

### Floodplain compliance

- Is there a stream on the property?  Yes  No
- Does project include a stream crossing?  Yes  No Culvert \_\_\_ Bridge \_\_\_ Other: \_\_\_\_\_
- Is property in a special flood hazard area?  Yes  No Panel: \_\_\_\_\_
- Is property in a floodway zone?  Yes  No
- Will project involve stream channel relocation?  Yes  No
- Are there any wetlands on project site?  Yes  No

A survey from a registered surveyor must be provided and must show the contour line of the base flood elevation (100-year flood plain), proposed building footprint, finished floor elevation (FFE) of lowest inhabitable floor, elevation of bottom of floor joist for lowest FFE, and any other information the city may need to comply with adopted FEMA floodplain regulations.

### Grading compliance (if applicable)

Company/person responsible for land disturbing activity: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Size of disturbed area (specify square feet or acres): \_\_\_\_\_

**A grading plan must be attached.**

Checklist of basic plan elements (other items may be required):

- Survey with contours (existing and proposed); proposed clearing limits, drainage structures, culverts, etc.
- Narrative explaining construction timeline
- Approved Gaston County sedimentation and erosion control permit

**Please note:** If the project is located in a water supply watershed protection district, or if the area of disturbed land exceeds one acre, we may require additional material to be submitted. Contact the planning department for more information.

By signing below, I agree to conform to all applicable city ordinances and zoning regulations. I also agree to obtain a building permit from Gaston County (if required), and to construct to the specifications of plans submitted and to building code standards regulating such work. I hereby affirm that the above information is accurate and correct to the best of my knowledge.

Signature of applicant: \_\_\_\_\_ Printed name: \_\_\_\_\_

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