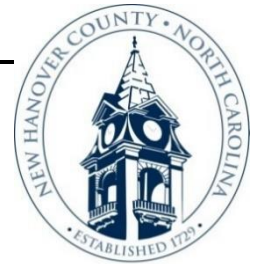


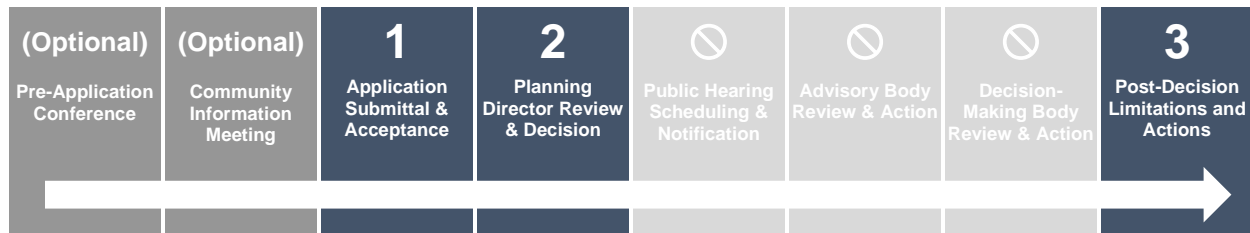
# NEW HANOVER COUNTY

DEPARTMENT OF PLANNING & LAND USE  
 230 Government Center Drive, Suite 110  
 Wilmington, North Carolina 28403  
 Telephone (910) 798-7165  
 FAX (910) 798-7053  
[planningdevelopment.nhcgov.com](http://planningdevelopment.nhcgov.com)



## ZONING COMPLIANCE APPROVAL APPLICATION

This application form must be completed as part of a zoning permit application submitted through the county's online COAST portal. The main procedural steps in the submittal and review of applications are outlined in the flowchart below. More specific submittal and review requirements, as well as the standards to be applied in reviewing the application, are set out in Section 10.3.8 of the Unified Development Ordinance.



### 1. Applicant and Property Owner Information

<b>Applicant/Agent Name</b>	<b>Owner Name</b> (if different from Applicant/Agent)
<b>Company</b>	<b>Company/Owner Name 2</b>
<b>Address</b>	<b>Address</b>
<b>City, State, Zip</b>	<b>City, State, Zip</b>
<b>Phone</b>	<b>Phone</b>
<b>Email</b>	<b>Email</b>

### 2. Subject Property Information

<b>Address/Location</b>	<b>Parcel Identification Number(s)</b>
<b>Total Parcel(s) Acreage</b>	<b>Existing Zoning and Use(s)</b>

### 3. Proposed Work

Provide description and scope of work.

### 4. Additional Information

Disturbed area in acres	
Proposed impervious	
Total square feet of work area	
Cost	
Proposed use	
Proposed tenant or occupant	

#### Application Checklist

- This application form, completed and signed
- Permit fee
- Site plan, including:
  - Parcel boundaries
  - Proposed structures or developed area(s)
  - Setbacks
  - Easements
  - Special Flood Hazard Areas
  - Location, species, and size of regulated trees
- One copy of ALL documents. Additional hard copies may be required by staff depending on the size of the document.

**Applicant Initial**

**Staff Initial**


## 5. Acknowledgement and Signatures

By my signature below, I understand and accept all of the conditions, limitations, and obligations of the permit for which I am applying. I understand that the existing Official Zoning Map is presumed to be correct. I certify that this application is complete and that all information presented in this application is accurate to the best of my knowledge, information, and belief.

If applicable, I also appoint the applicant/agent as listed on this application to represent me and make decisions on my behalf regarding this application during the review process. The applicant/agent is hereby authorized on my behalf to:

1. Submit an application including all required supplemental information and materials;
2. Appear at public hearings to give representation and comments; and
3. Act on my behalf without limitations with regard to any and all things directly or indirectly connected with or arising out of this application.

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**Signature of Property Owner(s)**

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**Print Name(s)**

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**Signature of Applicant/Agent**

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**Print Name**

Note: This form must be signed by the owner(s) of record. If there are multiple property owners, a signature is required for each owner of record.