



**CLEMMONS
PLANNING
DEPARTMENT**

Special Use Permit

P. O. Box 1710, Clemmons, NC 27012
3715 Clemmons Road

Phone: 336-766-7511 Fax: 336-766-7536
Web Site: www.clemmons.org

1. I (We) _____ <input type="checkbox"/> Owner _____ _____ (mailing address) (City) (State) (Zip Code) (Phone) _____ (Fax) _____ (E-mail) _____ do hereby petition for a Special Use Permit for Clemmons		Docket # _____ Tax Map # _____
2. Permit for _____		
3. The property located _____ _____ and having frontage(s) along bordering streets as follows: _____		
4. Containing _____ acre(s)	5. Tax Block (s) _____ _____	Tax Lot (s) _____ _____
6. Owner (s) Signature (s): We acknowledge the provisions in the Zoning ordinances for general use and special use district zoning and hereby proceed with a special use permit petition. _____ _____ _____ NOTE: The owner (s) of properties included in the petition who have not signed the petition must be NOTIFIED. Notification must be pursuant to Section 6-2.1(F) of the <i>Unified Development Ordinances</i> . Notice forms may be obtained in the office of the Clemmons Planning Department.		ADDITIONAL INFORMATION TO BE SUBMITTED WITH PETITION 1. CERTIFICATE OF OWNERSHIP showing the name of owner(s) of each lot and a list of the names and addresses of all adjacent property owners (may be obtained from the Forsyth County Tax Assessor's Offices in the Forsyth County Government Center). 2. TAX MAP (S) showing each lot to be rezoned and all adjacent properties (may be obtained from the Forsyth County Tax Assessor's Offices in the Forsyth County Government Center). 3. PROPERTY DESCRIPTION of land requested for rezoning, typed on a separate attached page. If property being rezoned consists of two or more lots each having a separate description, then those descriptions must be combined into one description of the perimeter of all the property. This is normally found in the property (s) Deed (s) as a metes and bounds description or is referred to in the Deed (s) as a Recorded Plat. If the Deed refers to a Recorded Plat, a copy of that Recorded Plat must be attached. [Copies of Deeds and Recorded Plats may be obtained from the Forsyth County Register of Deeds Office at 102 W. Third Street (southeast corner of Liberty and Third Streets)]. 4. SITE PLAN MAP - Twenty-five (25) folded copies of the map are required. (See Site Plan Checklist). 5. CHECK (payable to the Village of Clemmons) to cover the filing fee for rezoning.
7. If the application is executed by a property owner, but an attorney/agent will handle public speaking, etc., please indicate: Name: _____ Mailing Address: _____ _____ Phone: _____ Fax: _____		
8. A Sign Posting Notice will be issued by the Planning Staff when the rezoning application is filed. Rezoning signs are made and posted by Village staff. The required legal advertising is also handled for you by the Planning staff. Petitioner is advised to contact any neighbors of the site.		

PLEASE MAKE AN APPOINTMENT FOR SUBMITTAL OF APPLICATION.

FOR OFFICE USE ONLY

Use Type	Zoning	Approval Date	Grid Map Number	Aerial Photo Number	Census Tract
Relevant Cases		Township	Geodetic Center	Relevant Subdivisions	
Square Footage		Construction Costs		# Housing Units	
Condominium Date	Planning Jurisdiction	City	Plat Book	Page Number	