

Clinton-Sampson
PLANNING AND DEVELOPMENT DEPARTMENT
227 Lisbon Street
Clinton, North Carolina 28328
910-299-4904
910-592-4261 (fax)

**APPLICATION FOR
CERTIFICATE OF ZONING COMPLIANCE**

Applicant/Owner

Name: _____ Address: _____

City: _____ State: _____ Zip Code _____

Name of Business (if applicable): _____

Phone: Business _____ Home _____

Fax: _____

Property Information

Address: _____

City: _____ State: _____ Zip Code: _____

Tax Map #: _____ Deed Book: _____ Page: _____

Location of Property: _____

Zoning District: _____

Requested Use of Property: _____

Applicant/Owner Certification

I, _____, the undersigned applicant, do hereby certify that to the best of my knowledge and belief all information supplied in and with this application is true and accurate.

Signature

Date



OFFICE USE ONLY: Date Received: _____ Case #: _____

Application Procedures

CERTIFICATE OF ZONING COMPLIANCE AND BUILDING PERMIT REQUIRED

No land shall be used or occupied (except for agricultural purposes) and no building hereafter erected, structurally altered, or moved or its use changed until a Certificate of Zoning Compliance shall be issued by the Administrative Officer, except in conformity with the provision of this Ordinance or except after written order from the Board of Adjustment.

A Building Permit cannot be issued by the Sampson County Department of Building Inspections unless zoning compliance is certified.

Each application for a Certificate of Zoning Compliance shall be accompanied by two (2) sets of plans drawn to scale, one (1) of which shall be returned to the applicant upon approval. The plan shall show the following:

- (1) The shape and dimension of the lot on which the proposed building or uses are to be erected or conducted;
- (2) The location of said lot with respect to adjacent rights-of-way;
- (3) The shape, dimensions, and locations of all buildings, existing and proposed, on the said lot;
- (4) The nature of the proposed use of the building or land, including the extent and location of the use, on the said lot;
- (5) The location and dimensions of off-street parking and loading spaces and the means of ingress and egress to such space; and
- (6) Any other information, which the Administrative Officer may deem necessary for consideration in enforcing the provisions of this Ordinance.

A fee, set by the City Council/Board of Commissioners, shall be charged for the processing of such application. The adopted fee schedule shall be posed in the Planning and Development Department.

If you have any questions concerning this application, please contact the
Clinton-Sampson Planning and Development Department staff at
910-299-4904 for assistance