

Sanford / Lee County Zoning & Design Review Department

Zoning Certification Application – Commercial (New Construction)

This application is intended for construction and modification of commercial/industrial structures. Please note that approval from the Sanford/Lee County TRC (Technical Review Committee) may be required before zoning approval for new construction can be issued. Please complete the top section of this form. A site plan and floor plan are typically required.

Jurisdiction: City of Sanford (including ETJ) Lee County Town of Broadway (including ETJ)

Site Location/Address: _____ Parcel ID: _____

Project Name: _____ Total Site Acreage: _____

Description of Project / Scope of Work: _____

Proposed Gross Floor Area: _____ SF Existing Gross Floor Area (if constructing an addition): _____ SF

Impervious Surface: _____ SF / _____ % Total Acreage of Land Disturbed: _____

Existing On-Site Parking Spaces: _____ Proposed On-Site Parking Spaces: _____

Water Source: Public Private (well) Sewer Source: Public Private (septic)

Access: Public Street Private Road Easement

Setbacks (measured from building to property line): FRONT: ___ FT REAR: ___ FT LEFT: ___ FT RIGHT: ___ FT

I hereby certificate that the information above is accurate to the best of my knowledge as of the date of my signature.

Applicant: _____ Date: _____

Email: _____ Phone: _____

THIS SECTION TO BE COMPLETED BY STAFF – DEVELOPMENT REQUIREMENTS

Zoning: _____ Site Plan Required? Yes No Comments: _____

REQUIRED Minimum Building Setbacks: FRONT: ___ FT REAR: ___ FT LEFT SIDE: ___ FT RIGHT SIDE: ___ FT

Parking: Spaces Required: _____ Spaces Existing: _____ Spaces to Be Added: _____

Floodplain: Yes No FEMA Map #: _____ FEMA Map Date: _____

Floodplain Certificate Required: Yes No Comments: _____

Watershed: Yes No Comments: _____

NCDOT Driveway Permit Required? Yes No NCDEQ S&EC Permit Required? Yes No

Landscape Requirements? Yes No Comments: _____

Is the Site within an Overlay District? Yes No Comments: _____

TRC Approval Required? Yes No TRC Approval On File: Yes No

Planning Authorization: _____ Date: _____

Comments: _____