

EnerGov Case #: _____

NO FEE

SANFORD / LEE COUNTY / BROADWAY

TEMPORARY USE PERMIT APPLICATION (RV/CAMPER AS RESIDENCE)



115 Chatham Street, Sanford, NC 27330

919.718.4656

zoning@sanfordnc.net

FOR A TRAVEL TRAILER / RECREATIONAL VEHICLE / MOTOR HOME / CAMPER TO BE USED AS A TEMPORARY RESIDENCE

Travel Trailers (also known as Recreational Vehicles, Campers, Motor Homes, etc.) are not permitted to be utilized as permanent dwellings, according to the North Carolina State Office of Fire Marshal and the North Carolina State Department of Insurance. Travel trailers can, however, be utilized as temporary dwellings under certain circumstances. This application is intended for those who are seeking to utilize a travel trailer on a temporary basis, and under specific circumstances. This approval only pertains to Planning and Zoning purposes. It is the responsibility of the applicant to verify that the proposed use is in compliance with all other applicable governmental agencies, including, but not limited to, the Sanford / Lee County Building Inspections Department (919-718-4654) and the Lee County Department of Environmental Health (919-718-4641). **Please be sure to have received approval for the construction of a new home or repair/renovation to an existing home prior to submitting this permit application. An active building permit must be in place for this permit to be approved.**

Please refer to UDO §5.34.2.9 TEMPORARY RESIDENCE USE (TRAVEL TRAILERS/RECREATIONAL VEHICLES/MOTOR HOMES, CAMPERS) for further information. An excerpt is attached to this application for quick reference.

Please submit this application and any supplemental documents through the [CSS Self-Service Portal](#).

Applicant Information

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Property Owner Information (if different from applicant)

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Location & Proposed Temporary Use Information

Location /Address of Job Site: _____

Lee County Parcel ID: _____

Available Utilities On-Site:

Sewage Disposal (check one): Private Septic Public Sewer

Water Source (check one): Private Well Public Water

STATEMENT OF NEED/QUALIFICATION FOR TEMPORARY USE PERMIT AND STRUCTURE

I, _____, intend to use the temporary unit for the following purpose(s): _____

_____.

Upon completion of the project and/or expiration of the approved building permit, I will cease occupancy of the temporary unit. I understand that my temporary use permit shall become null and void upon completion, expiration, or cancellation of my building permit, for violations or non-compliance with conditions set forth in approving the permit, or when the last renewal period has elapsed.

Signature

Date

I, _____, a Notary Public of _____ County, North Carolina, certify that _____ personally appeared before me this day and acknowledged the due foregoing instrument. Witness my hand and official seal, this _____ day of _____, 20____.

Signature

My Commission Expires

(SEAL)

UDO, Article 5 Supplemental Development Regulations, § 5.34 Temporary Uses

5.34.2.9 TEMPORARY RESIDENCE USE (TRAVEL TRAILERS/RECREATIONAL VEHICLES / MOTOR HOMES/CAMPERS)

The purpose of this Section is to provide a permit process for the temporary occupancy of travel trailers, recreational vehicles, motor homes and campers to ensure compliance with applicable zoning, building and environmental health regulations. Travel Trailers/Recreational Vehicles, Motor Homes/Campers shall be permitted as a temporary residence during the construction of a property owner's new single-family dwelling, major remodeling to the owner's existing single-family dwelling or under certain unforeseen circumstances subject to the following requirements and conditions:

- Issuance of a Building Permit for a new single-family dwelling or for major remodeling to an existing single-family dwelling.
- Issuance of a Temporary Use Permit (TUP) for a period not to exceed twelve (12) months. The Temporary Use Permit may be renewed two times for six (6) months and in no case shall it be valid for more than two (2) years from the date of its original issuance.
- The Temporary Use Permit shall become invalid upon completion, expiration or cancellation of the building permit. The TUP may be cancelled for non-compliance with the conditions as specified in this section.
- The property owner shall connect the temporary unit to an approved septic system, public sewer system or dispose of the wastewater in a lawfully approved way.
- The temporary unit shall comply with the minimum building setbacks as set forth in Table 4.7-1: Density and Dimensional Standards.
- After construction is completed and upon issuance of a Certificate of Occupancy, the temporary unit shall be disconnected from all utilities and or/sewage disposal systems within 60-days and can no longer be occupied as a permanent residence.