



PLANNING

**GREENSBORO ZONING COMMISSION  
APPLICATION FOR A SPECIAL USE PERMIT**

City of Greensboro Planning Department  
300 W. Washington Street, 3<sup>rd</sup> Floor,  
Greensboro, North Carolina 27401  
(336) 373-2144

**SECTION 1: GENERAL INFORMATION**

**\*VERY IMPORTANT:** The Applicant must complete Pages 1, Page 2, and Page 3 of this application and submit all supporting information as required below. Receipt of this application by the Planning Department does not constitute a complete application until it is determined to be complete by the Planning Department. Incomplete applications will not be processed and may result in a postponement of your request.

**REQUIRED DOCUMENTATION (ADDITIONAL DOCUMENTS MAY BE REQUESTED)**

- A legal description of the subject property (Metes and Bounds)
- A boundary survey or map of the subject property

**SPECIAL USE PERMIT APPLICATION**

This application **must** be signed by the property owner(s).

**TRANSPORTATION IMPACT STUDY (TIS)**

Per section **30-4-5.4** of the Development Ordinance, a Transportation Impact Study (TIS) may be required by the City of Greensboro Department of Transportation (GDOT) for any development expected to generate 100 or more peak hour trips, and/or 1,000 or more daily trips. The TIS must be submitted to GDOT 21 days prior to the filing of a rezoning application. Applicants are encouraged to contact GDOT at 336-737-4368 prior to filing a rezoning application.

**PROPERTY OWNER NOTIFICATION**

The property owner acknowledges that attendance of the public hearing is required, unless represented by legal counsel. Also, if the property owner is a corporation legal counsel is mandatory.



GREENSBORO  
NORTH CAROLINA

PLANNING

## GREENSBORO ZONING COMMISSION APPLICATION FOR A SPECIAL USE PERMIT

### **PUBLIC NOTIFICATION**

Surrounding property owners within a 600 ft. radius of the subject site will be notified of the proposed request. It will benefit you to meet with surrounding property owners prior to the public hearing date.

This application hereby authorizes City staff to enter upon the property at any reasonable time for the purpose of a site visit in connection with the review of this application.

### **PUBLIC HEARING**

All application deadline dates will be strictly enforced. A public hearing schedule is attached.

**The applicant or an authorized representative must be present at the Zoning Commission.**

### **APPEALS**

Appeals of the decision of the Zoning Commission may be made to the City Council within ten (10) calendar days from the date of that Zoning Commission decision. Appeals must be filed with the Planning Department or the City Clerk.

### **SECTION 2: FEES**

- Less than one acre..... \$1,140.00
- One acre to 4.99 acres..... \$1,335.00
- Five or more acres..... \$1,525.00

### **SECTION 3: APPLICANT/OWNER CERTIFICATION**

I, (Print name) \_\_\_\_\_ (Applicant/Owner(s) signature), have read Section 1 and Section 2 above and understand City of Greensboro's submission requirements for this application.

Applicant's Signature \_\_\_\_\_

Date: \_\_\_\_\_



GREENSBORO  
NORTH CAROLINA

PLANNING

## GREENSBORO ZONING COMMISSION APPLICATION FOR A SPECIAL USE PERMIT

**SECTION 3: To be completed by applicant (please print unless otherwise stated)**

Applicant's Name: _____	Date: _____
Applicant's Address: _____	Project Name (if applicable) _____
_____	Owner(s) Name(s) _____
Contact Phone Number (_____) _____	Owner(s) address(es): _____
Fax Number (_____) _____	_____ (Zip)
Applicant E-mail: _____	Owner(s) Signature(s): _____
	_____

Parcel Identification Number (PIN) \_\_\_\_\_

Existing Use of Property: \_\_\_\_\_ Property Size (acres): \_\_\_\_\_

**To Chairman, Greensboro Zoning Commission:**

**The undersigned respectfully requests that the Greensboro Zoning Commission, pursuant to Section 30-3-14 of the Development Ordinance, issue a Special Use Permit for the following use(s) subject to the following conditions(s):**

**Condition(s) By Applicant:**



PLANNING

## **GREENSBORO ZONING COMMISSION APPLICATION FOR A SPECIAL USE PERMIT**

An application has been duly filed requesting that the property involved in this application be issued a Special Use Permit for the uses(s) indicated in this Application. It is understood and acknowledged that if a Special Use Permit is issued as requested, the property involved in this request will be perpetually bound to the use(s) authorized and subject to such conditions as imposed, unless subsequently changed or amended as provided for in Chapter 30 of the City Code. It is further understood and acknowledged that final plans for any development to be made pursuant to any such Special Use Permit so authorized shall be submitted to Technical Review Committee for review in the same manner as other development plans now required to be approved by the Technical Review Committee.

Before a Special Use Permit shall be granted by the Zoning Commission or City Council, **each** of the following findings must be made:

- A)** That the use will not materially endanger the public health or safety if located where proposed.
- B)** That the use will meet any restrictions imposed pursuant to Section 30-3-14.4 (Greater Restrictions);
- C)** That the use will not substantially injure the value of adjoining or abutting property, or that the use is a necessity; and
- D)** That the location and character of the use will be in harmony with the area in which it is to be located and in general conformity with the plan of development of the City and its environs.

**\*If the Zoning Commission or City Council does not make these findings, then the Special Use Permit shall not be granted.**

### **Greater Restrictions**

In granting a Special Use Permit, the Zoning Commission or City Council may impose more restrictive requirements, as it may deem necessary in order that the purposes and intent of the Ordinance are served.



GREENSBORO  
NORTH CAROLINA

PLANNING

## GREENSBORO ZONING COMMISSION APPLICATION FOR A SPECIAL USE PERMIT

### Expiration or Discontinuance of Special Use Permit

A) Expiration of Permit: Authorization of a Special Use Permit shall be void after two (2) years or such lesser time as the authorization may specify unless use of the property has begun and/or a footing inspection has been passed.

B) Discontinuance of Permitted Activity: If any special use is discontinued for a period exceeding eighteen (18) months or replaced by a use otherwise permitted in the zoning district, it shall be deemed abandoned and the Special Use Permit shall be null and void and of no effect. The owner shall demonstrate that the special use has not been discontinued for a period exceeding (18) months or has not been replaced by a use otherwise permitted to maintain a valid Special Use Permit.

\_\_\_\_\_  
Signature of Property Owner(s)

\_\_\_\_\_

\_\_\_\_\_  
Address(es)

\_\_\_\_\_  
Telephone Number

### SECTION 4: (Section to be completed by the Planning Department)

Address of subject property:

\_\_\_\_\_

Location: *Generally described as the* \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Received By: \_\_\_\_\_

Case #: Z - \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

***Applicant has read and understands the instructions on both sides of this application. Any false information or misrepresentation made on this application may be grounds for revocation of any approval granted by the Zoning Commission or the City Council.***