



Special Use Permit Application

Planning and Inspections Department
308 E. Stadium Dr., Eden, NC 27288
Phone: 336-623-2110 x2 / Fax: 336-623-4057
www.edennc.us

CONTACT INFORMATION

Contact Name _____

Contact Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Contact's Property Interest or Legal Relationship to Owner _____

PROPERTY OWNER INFORMATION

Property Owner Name _____

Property Owner Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

PROPERTY INFORMATION

Tax Property ID No. (PIN) _____

Deed Book and Page No. _____

Physical Address _____

City _____ State _____ Zip _____

Year Current Owner Acquired Property _____ Acreage _____

Public Water Available? Yes No Public Sewer Available? Yes No

Current Use of Property _____

ZONING INFORMATION

Current Zoning District _____

Special Use Permit Requested _____

Ordinance Section Reference _____

PROCESS & FILING INFORMATION

Submission Requirements: Per Article 3 of the Eden Unified Development Ordinance (UDO), every applicant for a Special Use Permit is required to meet with the Administrator in a pre-application conference prior to the submittal of a formal application. The purposes of this conference are to provide additional information regarding the review process and assistance in the preparation of the application. Upon application submittal, the Administrator shall review the application to ensure that it is complete.

Review Process: After review and recommendation on the application by the Administrator, the City Council shall hold an evidentiary public hearing on the proposal for official action.

Required Application Information: An application for a Special Use Permit may be filed by the owner of the property or by an agent specifically authorized by the owner to file such application. Each application for a Special Use Permit shall contain the following at a minimum:

- A boundary and vicinity map,
- The property's total acreage, its zoning classification, the general location in relations to all major streets, railroads, and/or waterways, the date, and the north arrow,
- All existing easements, reservations, and rights-of-way,
- The approximate dimension, including height, of proposed buildings, structures, or appurtenances,
- All required setbacks, buffers, screening, and landscaping required by this ordinance or proposed by the petitioner; the landscape plan may be a part of the site plan or shown as a separate drawing.
- All existing and proposed points of access on public streets,
- Delineation of areas within the floodplain as shown on the official flood boundary maps,
- Proposed phasing, if any,
- The location of existing and proposed storm drainage patterns and facilities intended to serve the proposed development,
- Approximate location of all existing and proposed infrastructure on the site including water, sewer, roads, pedestrian ways,
- Generalized traffic, parking, and circulation plans.

SPECIAL USE PERMIT REQUIREMENTS

The City Council shall approve, deny or approve with conditions the Special Use Permit. No Special Use Permit approval shall be granted unless it complies with the following findings of fact:

(1) That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved.

Statement by applicant: _____

(2) That the use meets all required conditions and specifications of this Ordinance and of its approval.

Statement by applicant: _____



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(3) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity.

Statement by applicant: _____

(4) That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the plan of development of Eden and its environs and other adopted plans.

Statement by Applicant: _____

(5) Adequate and reasonable mitigation has been provided of potentially adverse effects on adjacent properties through the conforms to the character of the neighborhood, considering the location, type and height of buildings or structures and the type and extent of landscaping and screening on the site.

Statement by Applicant: _____

(6) The establishment of the proposed use shall not impede the orderly development and improvement of surrounding property.

Statement by Applicant: _____

Proposed conditions offered by the applicant: _____
