



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

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www.warrenton.nc.gov

ZONING PERMIT

DATE _____

PERMIT # _____

1. Address _____ Zoned _____

2. All applications for permits shall be in the form prescribed by the Zoning Administrator and shall include a plot of site plan drawn to scale which shall clearly show:

- a. The actual shape and dimensions of the lot to be built upon or used and total acreage in the lot;
- b. The location of the proposed structure or use on the lot;
- c. The exact location and size of existing structures and uses;
- d. The existing and intended use of each structure or part of structure;
- e. The number of dwelling units the building is designed to accommodate, if applicable;
- f. The height and number of stories of the structure;
- g. The location and design of any off-street parking and/or loading;
- h. The location and dimensions of driveways. Driveway approval procedures as required by the State Department of Transportation shall be initiated;
- i. Date of plan preparation;
- j. Location and descriptions of landscaping, buffering, and signs;
- k. Material of construction

Important Notes

- Driveway must meet State Department of Transportation requirements in some locations; approval procedures shall be initiated by applicant; no curb cut may be made without written permission from Town administrator.
- Additional information is required for applications for more than one principal building on the same lot.
- Permit shall become invalid if authorized work is not commenced within six months from date of issue, or if the work is suspended or abandoned for a period in excess of one year.

APPLICANT _____ PHONE _____

EMAIL _____

ZONING ADMINISTRATOR Robert Davie \$25 FEE RECEIVED _____