



TOWN OF MAYODAN

210 West Main Street • Mayodan, NC 27027

Conditional / Special Use Permit Application

Please fill in all blanks (use N/A if not applicable to your situation).

Date of Application:

Application No. (staff use):

A. Permit Type Requested

I hereby petition the Mayodan Town Council to grant the issuance of:

☐ Conditional Use Permit

☐ Special Use Permit

B. Applicant

Name:

Mailing Address:

Phone:

Cell:

Email Address:

C. Property Owner (if different from applicant)

Are you the property owner?

☐ Yes (skip to Section D)

☐ No (complete below)

Name:

Mailing Address:

Phone:

Cell:

Email Address:



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D. Property Information

Address of Subject Property:

Rockingham County Parcel Number:

Current Zoning District:

Proposed Use:

Is the property located within a regulatory floodplain?

☐ Yes ☐ No

A site plan, drawn to scale, must be submitted with this application.

The site plan should show lot boundaries, existing and proposed structures, parking and access, and adjoining property lines.

Site Plan Attached:

☐ Yes ☐ No

E. Project Description

Briefly describe the proposed use and project:

About This Process

It is understood that the authorized board may designate conditions that will, in its opinion, assure that the use in its proposed location will be harmonious with the area in which it is proposed, with the spirit of the ordinance, and clearly in keeping with the public welfare. All specific conditions shall run with the land and shall be binding on the original applicant, their heirs, successors, and assigns unless otherwise noted in the Town of Mayodan Zoning Ordinance. Failure to comply with approved plans or imposed conditions shall render the permit void. A public hearing will be held by the Mayodan Town Council.

CONDITIONAL / SPECIAL USE PERMIT APPLICATION FEE: \$400.00

Applications submitted without the required fee will be considered incomplete and will not be scheduled for a hearing.

Staff will be in touch with you once the application is determined to be complete to arrange payment.



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F. Certification & Signatures

I hereby certify that all information provided in this application is, to the best of my knowledge, accurate and complete. I understand that issuance of a Conditional or Special Use Permit does not excuse the applicant and/or property owner from obtaining all other building, trade, or other permits required by law prior to beginning work.

Applicant – Print Name

Applicant – Electronic Signature

Date

Property Owner – Print Name (if different)

Property Owner – Electronic Signature

Date

(click the electronic signature box, then type your full name to sign electronically)

For Office Use Only

Date Received:

Received By:

Case Number:

Neighborhood Meeting Date:

Planning Board Review Date:

Planning Board Action:

Public Hearing Date:

Notices Mailed On:

Council Decision Date:

Newspaper Name:

Date Notice Published:

Action Taken:

Site Plan Attached:

☐

Yes

☐

No

Zoning Administrator Determination:

☐

Approve

☐

Disapprove

Zoning Administrator Signature

Date



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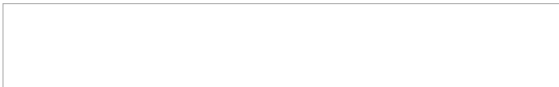
Electronic Submission

This application may be completed and submitted electronically.

1. Complete all applicable fields on pages 1–3 of this form.
2. Type your full name in the electronic signature field(s) to sign the application.
3. Click the Submit by Email button below. Your default email application will open with this completed form attached and addressed to the Planning Department.
4. Send the email. Staff will review your application and be in touch once it is determined to be complete to arrange payment of the required \$400.00 fee.

About This Process

Please open this form in the free Adobe Acrobat Reader app (desktop or mobile) to fill it out and use the Submit by Email button. Opening the PDF directly in a web browser, or in your device's built-in PDF viewer, may prevent the submit button from working. Get Adobe Acrobat Reader free at get.adobe.com/reader.



Button not working? You can also email your completed, signed PDF directly to:

mshuler@mayodannnc.org

Application Fee Payment

Please do not pay in advance. Staff will be in touch with you once the application is determined to be complete for a payment.