

Fee: \_\_\_\_\_  
HTE: \_\_\_\_\_



# Application for Administrative Review

Harnett County, North Carolina  
Planning Department  
108 E. Front Street, Lillington, NC 27546  
Phone: (910) 893-7525 Fax: (910) 893-2793

### Landowner Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

### Applicant Information

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

### Property Information

Parcel ID: \_\_\_\_\_  
PIN: \_\_\_\_\_  
Zoning: \_\_\_\_\_  
Deed Book: \_\_\_\_\_ Page: \_\_\_\_\_  
Plat Book: \_\_\_\_\_ Page: \_\_\_\_\_

Township: \_\_\_\_\_  
State Road: \_\_\_\_\_  
Acreage: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
\_\_\_\_\_

Directions to property from Lillington: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Applicant, you are required to answer all of the following questions under oath at the Board of Adjustment meeting.**  
(Please use additional paper is necessary)

Original BOA meeting date: \_\_\_\_\_

Conditions set by the Board of Adjustment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested change to the above conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for requested change to the above conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Are there any other buildings/structures on the property?  Yes  No

If yes, please specify: \_\_\_\_\_  
\_\_\_\_\_

**Setback Requirements**

	<u>Actual Distance</u>	<u>Minimum Required</u>
Front Property Line:	_____ Feet	_____ Feet
Side Property Line:	_____ Feet	_____ Feet
Corner Property Line:	_____ Feet	_____ Feet
Rear Property Line:	_____ Feet	_____ Feet
Nearest Building:	_____ Feet	_____ Feet

I, as the landowner, hereby **CERTIFY** that the information contained herein is true to the best of my knowledge; and by accepting this Permit (if approved) shall in every respect conform to the terms of this application and to the provisions of the Statutes and Ordinances regulating development in Harnett County. Any **VIOLATION** of the terms above stated immediately **REVOKES** this Permit. I further understand this structure is not to be occupied until a **CERTIFICATE OF OCCUPANCY** is issued. This Permit expires 12 months (1 year) after the date the Permit is granted by the Harnett County Board of Adjustment.

Landowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(If different from landowner)

**Section 3.0 Action by the Board of Adjustment**

The Board of Adjustment shall approve, modify, or deny the Application for a Conditional Use Permit following the public hearing. In granting a Conditional Use Permit, the Board of Adjustment shall make written findings that the applicable regulations of the district in which it is located are fulfilled. With due regard to the nature and state of all adjacent structures and uses, the district within which it is located and official plans for future development, the Board of Adjustment shall also make written findings that the following provisions are fulfilled:

- 3.1 The requested use will not impair the integrity or character of the surrounding area.
- 3.2 The requested use will not be detrimental to the public health, morals, or welfare.
- 3.3 Adequate utilities, access roads, drainage, sanitation and/or other necessary facilities have been made or are being provided.
- 3.4 That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- 3.5 That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Board of Adjustment.

**NOTE: There must be four (4) Board of Adjustment members present at the meeting to hear a request for a Conditional Use Permit. Four (4) out of the five (5) Board of Adjustment members must vote in favor of granting a Conditional Use Permit. If only four (4) Board of Adjustment members are present at the meeting, then all four (4) members must vote in favor of granting the Conditional Use Permit. If only three (3) members vote in favor of granting the Conditional Use Permit, the request is denied.**

**Please bring a copy of this application with you to the meeting!**