Residential Special Use Permit
Planning Department
108 E. Front Street
P.O. Box 65, Lillington, NC 27546
Phone: (910) 893-7525 Fax: (910) 893-2793

Total Fee: ____________________________
Receipt: ____________________________
Date Submitted: ____________________________
Meeting Date: ____________________________
Case #: ____________________________

Applicant Information

Owner of Record: 
Name: ____________________________
Address: ____________________________
City/State/Zip: ____________________________
E-mail: ____________________________
Phone: ____________________________

Applicant: 
Name: ____________________________
Address: ____________________________
City/State/Zip: ____________________________
E-mail: ____________________________
Phone: ____________________________

Property Description

PIN(s): ________-____-____
Acreage: ________ acres
Address/SR No.: ____________________________
Directions from Lillington: ____________________________

Deed Book: ________ Page: ________
Plat Book: ________ Page: ________
Zoning District: ____________________________
Township: ____________________________
Flood Plain & Panel: ____________________________
Watershed Dist: ____________________________

Water: 
☐ Public (Harnett County)
☐ Private (Well)
Sewer: 
☐ Public (Harnett County)
☐ Private (Septic Tank)

Requested Use:
Special Use for ____________________________

Required Information:
1. Is an Erosion and Sedimentation Control Plan required? ☐ No ☐ Yes
If yes, is one on file? ☐ No ☐ Yes (Please attach a copy to your application)

2. It is recommended that all non-residential developments have preliminary discussions with NC DOT concerning driveways and other traffic issues for each project. Has this been done? ☐ No ☐ Yes
Date of Meeting: ________ NCDOT Contact: ____________________________

3. Is a Driveway Permit required? ☐ No ☐ Yes
If yes, is one on file? ☐ No ☐ Yes (Please attach a copy to your application)

4. Have you contacted applicable local, state, and federal agencies regarding building, fire, and other possible code compliance issues? ☐ No ☐ Yes
**SKETCH PLAN REQUIRED:** Provide a sketch plan along with application. It is strongly encouraged that sketch plans be prepared by a NC Professional Land Surveyor and that it meet the following (as applicable):

<table>
<thead>
<tr>
<th>TITLE BLOCK INFORMATION</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Name of Project &amp; Date (Including all Revision Dates)</td>
<td></td>
</tr>
<tr>
<td>Applicant/Owner(s) Contact Information (Name, Address, &amp; Phone)</td>
<td></td>
</tr>
<tr>
<td>Surveyor/Engineer Contact Information (Name, Address, &amp; Phone)</td>
<td></td>
</tr>
<tr>
<td>Parcel ID Number/Tax ID of Tract(s)</td>
<td></td>
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<tr>
<td>Deed Reference of Tract(s)</td>
<td></td>
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<tr>
<td>Zoning Classification of Tract(s)</td>
<td></td>
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<tr>
<td>Location (Including Township, County, &amp; State)</td>
<td></td>
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<tr>
<td>Flood Plain Depicted &amp; Noted (Zone, Map Number, &amp; Effective Date)</td>
<td></td>
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<tr>
<td>Watershed District Noted &amp; Extent of Coverage Depicted</td>
<td></td>
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<table>
<thead>
<tr>
<th>GENERAL REQUIREMENTS</th>
<th></th>
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<tbody>
<tr>
<td>Map Size 22” x 34” &amp; Scale 1”=100’ or Larger</td>
<td></td>
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<tr>
<td>North Point, Graphic Scale, &amp; Vicinity Map</td>
<td></td>
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<tr>
<td>Name(s) &amp; Location(s) of Adjacent Property Owner(s) &amp; Use(s)</td>
<td></td>
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<tr>
<td>Existing Boundaries of Tract(s) Showing Bearings &amp; Distances</td>
<td></td>
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<tr>
<td>Gross Acreage of Development</td>
<td></td>
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<tr>
<td>Name(s) &amp; Right(s)-of-way of Streets &amp; State Road Number(s), Including Notation of Public or Private</td>
<td></td>
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<tr>
<td>Name, Location, Width, &amp; Acreage of Additional Easement(s) &amp; Right(s)-of-way Within or Adjacent to Site</td>
<td></td>
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<tr>
<td>Building Envelope &amp; Required Setbacks</td>
<td></td>
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<tr>
<td>Existing &amp; Proposed Utilities</td>
<td></td>
</tr>
<tr>
<td>Signage Location, Easement, Type, &amp; Size</td>
<td></td>
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<tr>
<td>Existing Structure(s) Located on Site</td>
<td></td>
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<table>
<thead>
<tr>
<th>SITE PLAN</th>
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<tbody>
<tr>
<td>Fire Hydrant(s) &amp; Street Light(s) Noted</td>
<td></td>
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<tr>
<td>Erosion Control Plan Submitted</td>
<td></td>
</tr>
<tr>
<td>Hours &amp; Days of Operation</td>
<td></td>
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<tr>
<td>Impervious Surface (% Coverage of Lot)</td>
<td></td>
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<tr>
<td>Hazardous Materials to be Stored on Site</td>
<td></td>
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<tr>
<td>Existing &amp; Proposed Mechanical Areas</td>
<td></td>
</tr>
<tr>
<td>Existing &amp; Proposed Trash Containment Areas</td>
<td></td>
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<tr>
<td>Existing &amp; Proposed Utility Areas</td>
<td></td>
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<tr>
<td>Parking Space Typical</td>
<td></td>
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<tr>
<td>Parking Lot Material</td>
<td></td>
</tr>
<tr>
<td>All parking areas on site (Based on Type of Business and/or Sq. Ft.)</td>
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<tr>
<td>Existing &amp; Proposed Fencing, Screening, Gate(s) and/or Dock(s)</td>
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<tr>
<td>Spillage &amp; Pollution Prevention &amp; Response Methods</td>
<td></td>
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<tr>
<th>BUFFERING REQUIREMENTS</th>
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<tbody>
<tr>
<td>Buffering Regulations (Per Harnett County Zoning Ordinance)</td>
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**Signatures**

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 24 months (2 years) after the date the Permit is granted by the Harnett County Board of Adjustment.

Property Owner(s) Signature ________________________________ Date ________________________________

RESIDENTIAL SPECIAL USE PERMIT APPLICATION
**Written Statement**

**Public Convenience & Welfare**

1. Why are you requesting this use? ________________________________________________________________

2. Why is this use essential or desirable to you? ________________________________________________________

3. Why is this use essential or desirable to the citizens of Harnett County? ________________________________

**On-site & Surrounding Land Uses**

4. What is on the property now? ________________________________________________________________
   ________________________________________________________________

5. What uses are on the surrounding properties in the general vicinity? ________________________________
   ________________________________________________________________

6. How will the use you are requesting affect the surrounding properties, residents and businesses in the
   area? Describe in detail why and how it will or will not affect the surrounding area. __________________
   ________________________________________________________________

**Utilities, Access Roads, Drainage, etc...**

7. Please select one:  □ Public (County) Water   □ Private Well
    □ Public (County) Sewer   □ Private Septic Tank

8. Describe the driveway (width and surface) that you will be using to enter and exit the property. _______
   ________________________________________________________________

9. Describe the drainage of this property. ________________________________________________________________
   ________________________________________________________________

10. How is your trash and garbage going to get to the landfill? __________________
    ________________________________________________________________

**Traffic**

11. Describe the traffic conditions and sight distances at the State Road that serves the property. _______
    ________________________________________________________________

12. What is the approximate distance between your driveway and the next nearest driveway or
    intersection? ____________________________________________________
    ________________________________________________________________

**Conditions**

13. State any conditions that you would be willing to consider as part of the approved Special Use Permit.
    ________________________________________________________________

14. Additional Comments the Board should consider in reviewing your application: __________________
    ________________________________________________________________
Action by the Board of Adjustment

The Board of Adjustment shall approve, modify, or deny the Application for Special Use Permit following the Public Hearing. In granting a Special 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 is in harmony with the surrounding area and compatible with the surrounding neighborhood.
3.2 The requested use will not materially endanger the public health and safety.
3.3 The requested use will not substantially injure the value of adjoining property, or, alternatively, the requested use is or will be a public necessity.
3.4 The requested use will meet all required conditions and specifications.
3.5 The requested use is in general conformance with the Harnett County Unified Development Ordinance (UDO), Land Use Plan, and other relevant adopted plans.

The Board of Adjustment may impose conditions on special use permits as part of the approval process. Conditions placed on the special use permit must be adhered to as part of the developmental process. Consent to any specified conditions must be received prior to the issuance of any development permits.

Note: There must be three (3) Board of Adjustment members present at the meeting to hear a request for a Special Use Permit. A concurring vote from the simple majority of the Board shall be necessary to grant a Special Use permit.

** I have received and read the above statement: 

______________________________  ____________________
Signature                        Date