



SPECIAL USE PERMIT APPLICATION

Town of Elon Planning Department
104 S. Williamson Ave
Elon, NC 27244
(336) 584-3601

Fee: \$500.00

Date Received

Application Number

APPLICANT INFORMATION

Name: _____ Telephone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

PROPERTY OWNER INFORMATION

Name: _____ Telephone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Proposed Use/ Request

PROPERTY INFORMATION

Address: _____ City: _____ State: _____ Zip: _____

Tax Map & Parcel Number: _____ Total Acreage: _____ Township: _____

Zoning District: _____ Watershed: _____ Floodplain: Yes No

Utilities (check all that apply): Public Sewer Public Water Septic Well

CONDITIONS FOR APPROVAL

Consideration of a Special Use Permit must be conducted as a quasi-judicial public hearing process by The Town Council in accordance with subsection 5.2.21 of the Town's Land Management Ordinance. The Town Council will give final denial or approval of all Special Use Permit applications. In approving an application for a Special Use Permit, the Town Council may attach additional fair and reasonable ad-hoc conditions which support the required findings of fact. The applicant must be given reasonable opportunity to consider and respond to any additional requirements prior to approval or denial by the Town Council. Please state how your request will meet each of the six Findings of Fact listed below (please attach additional sheets if necessary).

The proposed use:

(1) Will not materially endanger the public health, safety, comfort, or general welfare if located where proposed.

(2) Complies with all required standards, conditions, and specifications of the Ordinance, including Chapter 4: Uses.

(3) Will not substantially injure the value of the abutting land or impede the orderly development and improvement of surrounding property for uses permitted within the zoning district.

(4) Will be in harmony with the area in which it is to be located and will not injure the use and enjoyment of property in the immediate vicinity for the purposes already permitted.

(5) Is in general conformity with the Town's adopted policy guidance.

(6) Can be adequately served by public facilities.

SITE PLAN REQUIREMENTS

An application for a special use permit shall include a conceptual site plan that depicts the proposed use and site configuration. The Technical Review Committee shall review and provide comments on the conceptual site plan prior to consideration of the application by the Town Council. The conceptual site plan is not intended to be a fully engineered plan but shall accurately and clearly depict the proposed use's configuration on the site.

SIGNATURES AND ACKNOWLEDGEMENT

The undersigned hereby certify that the forgoing application is complete and accurate. Furthermore, the undersigned hereby authorizes the Town of Elon Planning Director or designated representative to enter upon the above referenced property for the purpose of inspecting and verifying compliance with Person County's Ordinances.

Signature of Applicant

Date

Signature of Property Owner

Date

OFFICE USE ONLY

Completed Application Submitted On: _____

Received By: _____

Receipt Number: _____

Public Hearing Notice Filed: _____

Name of Newspaper

Dates Notices Published: _____

Date of Town Council Hearing: _____

Action of Town Council: _____
