



ZONING COMPLIANCE PERMIT
City of Hendersonville
 Community Development Department
 100 N. KING STREET
 HENDERSONVILLE NC 28792

TO BE COMPLETED BY STAFF

PERMIT # _____

Application Date: _____

Issuance Date: _____

FEE

\$ **50.00**

CASH

CHECK #

Project Address:		Unit/Lot #:
Parcel Identification # (PIN):		<input type="checkbox"/> Commercial <input type="checkbox"/> Residential
Name of Owner:		<input type="checkbox"/> owner occupied <input type="checkbox"/> rental
Name of Business (if applicable):		Zoning District:
Proposed Use:	Prior Use:	HPC REQUIRED:

CHECK ALL THAT APPLY:

RESIDENTIAL <input type="checkbox"/> New Single Family Home <input type="checkbox"/> Duplex <input type="checkbox"/> Accessory Dwelling Unit <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Deck/Porch <input type="checkbox"/> Remodel <input type="checkbox"/> Repairs <input type="checkbox"/> Solar PV <input type="checkbox"/> Retaining Wall <input type="checkbox"/> Home Occupation <input type="checkbox"/> Setting New Mfg Home <input type="checkbox"/> Other:	COMMERCIAL <input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Upfit (first occupancy) <input type="checkbox"/> Repair/Replace <input type="checkbox"/> Occupancy <input type="checkbox"/> Change of Use <input type="checkbox"/> Food Truck <input type="checkbox"/> Other: <input type="checkbox"/> Commercial Alterations – Cost \$ _____	DEMOLITION <input type="checkbox"/> Interior <input type="checkbox"/> Entire Building <input type="checkbox"/> Structural <input type="checkbox"/> Non-Structural *	GRADING / GROUND DISTURBANCE ONLY Total square footage of area to be disturbed: _____ <i>(draw area on site sketch)</i> <input type="checkbox"/> If over 1 acre of disturbance – Henderson County Soil & Erosion Control	SETBACKS Primary Structure/ADU Front: _____ Side: _____ Rear: _____ ACCESSORY STRUCTURE Front: _____ Side: _____ Rear: _____
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COMPLETE DESCRIPTION OF WORK TO BE PERFORMED:

SITE SKETCH REQUIRED FOR CHANGE IN FOOTPRINT OF EXISTING STRUCTURE(S) OR ADDITION OF A STRUCTURE

- Dimensions of the property lines and orientation to streets, roads and driveways. (Include a north arrow.)
- Location of the proposed structure, including: decks, walkways, garages, pools or other structures. (Indicate the dimensions for all structures or show the dimensions of the maximum area you anticipate the structure will cover.)
- Location of all driveways. (Indicate driveway to be used for primary access for addressing purposes.)

PERMIT #	
PROJECT ADDRESS	

PROPERTY OWNER INFORMATION – REQUIRED – <i>Property Owner signature required on all applications</i>			
Property Owner Name(s):	Email Address:	Phone Number:	
Mailing Address:	City:	State:	Zip:
Signature (Affidavit required for Authorized Agents)		Date:	
APPLICANT INFORMATION – REQUIRED – The undersigned certifies that all information in this application is correct			
Name:	Email Address:	Phone Number:	
Mailing Address:	City:	State:	Zip:
Signature		Date:	

STAFF COMMENTS ONLY:

REMARKS - MUST MEET ALL REQUIREMENTS OF THE CITY OF HENDERSONVILLE ZONING ORDINANCE
 All required conditions must be met PRIOR to issuance of Certificate of Occupancy

- or N/A Sidewalks or Fee In Lieu of \$ _____ - Linear Feet _____ Property Side _____ Opposite Side: _____
 Include a site sketch with details of sidewalk location
- or N/A Flood Plain Development Permit
- or N/A Stream buffer
- or N/A Change of Use – NC DOT Driveway Access
- or N/A Driveway Permit – Public Works - Encroachment Agreement - date issued: _____

THIS ZONING PERMIT IS HEREBY APPROVED	
ZONING OFFICIAL:	APPROVAL DATE:
ZONING OFFICIAL SIGNATURE	

THIS ZONING PERMIT IS HEREBY REJECTED	
ZONING OFFICIAL:	REJECTION DATE:
REASON FOR REJECTION:	

This is NOT a building permit. Building permits must be obtained from Henderson County –
<https://www.hendersoncountync.gov/permitcenter/page/permit-process> please contact Permit and Inspections staff at (828) 697-4830
For general permit information and questions you may contact 828-697-3010 or email:
Planning@hvInc.gov

Driveway and Sidewalk Standards can be found online at:
<https://www.hendersonvillenc.gov/engineering/standard-specifications-and-details>



Sample Single Family/Two Family Sketch Plan with Accessory Structures

