



**ZONING COMPLIANCE PERMIT**  
**City of Hendersonville**  
 Community Development Department  
 CITY HALL  
 160 6<sup>TH</sup> AVE E  
 HENDERSONVILLE NC 28792

*TO BE COMPLETED BY STAFF*

PERMIT # \_\_\_\_\_

Application Date: \_\_\_\_\_

Issuance Date: \_\_\_\_\_

FEE \$ <b>50.00</b>	CASH CHECK #
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Made payable to City of Hendersonville

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

**CHECK ALL THAT APPLY:**

<b>RESIDENTIAL</b> <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:	<b>COMMERCIAL</b> <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"/> <b>Commercial Alterations – Cost \$ _____</b>	<b>DEMOLITION</b> <input type="checkbox"/> Interior <input type="checkbox"/> Entire Building <input type="checkbox"/> Structural <input type="checkbox"/> Non-Structural <p style="color: red; font-weight: bold;">Demolition Permit Fee Is \$100</p>	<b>GRADING / GROUND DISTURBANCE ONLY</b> 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	<b>SETBACKS</b> Primary Structure/ADU Front: _____ Side: _____ Rear: _____  <b>ACCESSORY STRUCTURE</b> Front: _____ Side: _____ Rear: _____
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**COMPLETE DESCRIPTION OF WORK TO BE PERFORMED:**

**COST OF CONSTRUCTION: \$ \_\_\_\_\_**

**SQUARE FOOTAGE: \_\_\_\_\_**

**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	

<b>PROPERTY OWNER INFORMATION – REQUIRED – <i>Property Owner signature required on all applications</i></b>			
Property Owner Name(s):	Email Address:	Phone Number:	
Mailing Address:	City:	State:	Zip:
Signature (Affidavit required for Authorized Agents)		Date:	
<b>APPLICANT INFORMATION – REQUIRED – The undersigned certifies that all information in this application is correct</b>			
Name:	Email Address:	Phone Number:	
Company Name (if applicable)			
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 <b>APPROVED</b> <input style="width: 50px; height: 20px; border: 1px solid green;" type="text"/>	
ZONING OFFICIAL:	APPROVAL DATE:
ZONING OFFICIAL SIGNATURE	
THIS ZONING PERMIT IS HEREBY <b>REJECTED</b> <input style="width: 50px; height: 20px; border: 1px solid green;" type="text"/>	
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 email:**

[Planning@hvlnc.gov](mailto:Planning@hvlnc.gov)

Driveway and Sidewalk Standards can be found online at:

<https://www.hendersonvillenc.gov/engineering/standard-specifications-and-details>