

ZONING BOARD OF ADJUSTMENT

APPLICATION FOR A CONDITIONAL USE PERMIT Manufactured Home Park

Office Use Only:

Application Number: _____ Date: _____
Application Fee: \$ _____ Receipt Number: _____ Public Hearing: _____

1. General Information (Please Type or Print)

Property Owner: _____
Address: _____ City: _____ State: _____ Zip: _____
Telephone Number: _____

Applicant: _____
Address: _____ City: _____ State: _____ Zip: _____
Telephone Number: _____

Request: _____

2. Property Information:

Person County Tax Map: _____ Lot: _____ Zoning District: _____
Site Access off Road: _____ Lot Acreage: _____
Status of Lot: Existing: _____; Proposed: _____

3. Utilities (Existing or Proposed – Check All That Apply):

Public Sewer: (a) _____ Existing, (b) _____ Proposed
Public Water: (a) _____ Existing, (b) _____ Proposed
Well: (a) _____ Existing, (b) _____ Proposed
Septic: (a) _____ Existing, (b) _____ Proposed

Comments: _____

4. Submittal Information:

The items listed below are needed to enable the Planning Department to legally notify affected property owners and to accurately present the nature of your request to the Zoning Board of Adjustment.

_____ Site plan (see attachment #1)

_____ Full-size copy of the Person County Tax map showing the location of the affected lot. A copy can be obtained from the Person County Tax Assessor's Office located in the Person County Courthouse.

_____ Person County Environmental Health Department Authorization (If the lot is served by an individual well or septic system contact the Person County Environmental Health Department for permit application information at (336) 597-1790.

5. Factors Relevant to the Issuance of a Conditional Use:

The Zoning Board of Adjustment does not have unlimited discretion in deciding where to grant a conditional use. Under Section 16-5 (b) of the City of Roxboro's Zoning Ordinance, the Board must find: (a) That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved. (b) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public nuisance. (c) That the location, design, and character of the use, if developed according to the plan as submitted and approved will be compatible with the existing development in the area in which it is to be located. (d) That if the proposed use may be expected to materially increase the traffic volumes on adjacent streets, the location and dimensions of driveways, turning lanes and of-street parking areas shall be such as to facilitate the flow of traffic and to protect minor residential streets from substantial through or truck traffic. (e) That fencing, screening, or a sufficient planting strip shall be shown on the plan that will minimize the effect created by the establishment or adjacent uses that are incompatible, such as utility substations adjacent to schools and churches, or off-street parking lots adjacent to residential uses.

Section 16-6, further states that the Board may attach conditions regarding the location and other features of the proposed building, structure, or use as they may deem advisable to protect established property values and to achieve the other purposes set forth in the state of purpose.

In the spaces provided below, indicate the facts that you intend to show and statement that you intend to make to convince the Board that it can properly reach the findings listed:

(a) *That the use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved. This conclusion is based on the following facts:*

(b) *That the use will not substantially injure the value of adjoining or abutting property or that the use is a public nuisance. The conclusion is based on the following facts:*

(c) *That the location, design, and character of the use, if developed according to the plan as submitted and approved will be compatible with the existing development in the area in which it is to be located. The conclusion is based on the following facts:*

(d) *That if the proposed use may be expected to materially increase the traffic volumes on adjacent streets, the location and dimensions of driveways, turning lanes and of-street parking areas shall be such as to facilitate the flow of traffic and to protect minor residential streets from substantial through or truck traffic. The conclusion is based on the following facts:*

(e) *That fencing, screening, or a sufficient planting strip shall be shown on the plan that will minimize the effect created by the establishment or adjacent uses that are incompatible, such as utility substations adjacent to schools and churches, or off-street parking lots adjacent to residential uses. The conclusion is based on the following facts:*

6. Zoning Board of Adjustment Review:

Upon receiving a complete application the matter will be forwarded to the Zoning Board of Adjustment and a public hearing scheduled. The applicant and property owner/agent will be notified of the meeting date, time and location.

7. Signatures and Acknowledgment:

The undersigned hereby certify that the forgoing application is complete and accurate.

FURTHERMORE, the undersign hereby authorizes the City of Roxboro's Zoning Administrator or designated representative to enter upon the above referenced property for the purpose of inspecting and verifying compliance the City's ordinance provisions.

Applicant's Signature

Date

Property Owner's or Authorized
Agent's Signature

Date

Attachment #1 – Site Plan Requirements- Manufactured Home Parks

A site plan (5 copies) prepared/drawn to scale (min. 1”=50’ unless otherwise specified by the Zoning Administrator) by either a N.C. Licensed Professional Surveyor, Engineer of Architect depicting the following:

1. Vicinity map, property boundaries, total area of parcel (sq. ft and acreage), names of adjoining property owners, north arrow, and scale, name and address of park;
2. Names of adjoining streets, location of rights-of-way(s) and easements;
3. Existing and proposed structures (including additions) existing & proposed parking areas, spaces and surfaces, proposed manufactured home spaces and proposed manufactured home locations (i.e., footprint), existing and proposed road locations, existing and proposed drive/sidewalk location(s) and surfaces, proposed garage receptacles, proposed recreation area;
4. If the site is located Flat River’s Balance of Watershed, please state the applicable square footage/percentage of all existing/proposed impervious surfaces and acreage of area to be left natural state;
5. If applicable, location of 100 year flood plain;
6. If applicable, location of all perennial streams, buffers and surface drainage areas (i.e., depict topography [min. 10’ contour]);
7. Existing or proposed dumpster/garbage container location(s);
8. If applicable, location/type of any required landscape buffer either existing or proposed;

9. Note on site plan all that apply: Height/# stories of existing/proposed buildings/structures, proposed land use), zoning of adjacent tracts; and
10. If applicable, any existing water or sewer lines on or adjacent to the parcel;
11. Proposed layout and connections for water, sewer, storm drainage, telephone, electric, gas and cablevision lines;
12. Owner's name, park designer's name and address of each;
13. Proposed location of manufactured home park mail boxes;
14. Location of existing or proposed street, drive and yard lights;
15. Specify on plan how each mobile home site will be identified

Note: Based on the City's Zoning Ordinance provisions, manufactured homes (complying with the trailer ordinance of the City of Roxboro) are subject to a conditional use permit from the Zoning Board of Adjustment in a Residential-Agricultural (R-1) and Residential-Medium Density Zoning District.