

TOWN OF DALLAS - Zoning Application and Permit

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Control #: **Date:** / / **Fee Paid:** \$ **Check #:**

PERMIT TYPE
(please ✓ one box)

PROPOSED LAND USE
(please ✓ all that apply)

New Principal Structure		Residential	
Principal Structure Upfit (addition)		Single-family	
New Accessory Structure		Duplex	
Accessory Structure Upfit (addition)		Multi-Family	
Change of Principal Use		Commercial	Proposed use:
Value of Property: <input type="text"/>		Industrial	Proposed use:
		Other	Proposed use:

Applicant Information:

Owner
 Contractor
 Other:

Name: Phone Number:

Street Address: City, State Zip:

Lot Information:

Owner Name: Street: Lot #: Tax Parcel Number:

Street Frontage: Subdivision: Phase:

Flood Zone:
 FIA Flood Hazard Boundary Map H01 Community # 370322 **Yes No**

Zoning Requirements for the zone: Is this a corner lot? **YES NO**

Required	Dimension	Proposed
	Front Yard Depth	
	Rear Yard Depth	
	Left Side Yard Depth	
	Right Side Yard Depth	
	Building Height	
	Lot Width @ Building Line	

ATTACH THE FOLLOWING: The Owner or Contractor shall provide two copies of this application and sketches of the property showing lot dimensions and abutting streets. (a) **For a new or expanded principal structure**, show location of proposed (and existing) structure(s) or addition(s), with all property line setbacks (in feet); (b) **For accessory buildings**, show property line setbacks (in feet). (c) **For all new or expanded structures** (except single-family structures) a site plan bearing the seal of a certified engineer shall be required per Section 1-1-14, Storm Water Detention, of the Dallas Zoning Ordinance. Notwithstanding, the owner of any single-family residential property shall be responsible for minimizing storm water runoff onto any adjacent properties as a result of expansion or construction on his/her lot and; (d) any other information (i.e.- non-residential applications) that may be needed to insure that the proposed structure is in compliance with all applicable provisions of the Town of Dallas Zoning Ordinance.

I HEREBY CERTIFY that all of the information provided for this application and all attachments are true and correct to the best of my knowledge. I further certify that I am familiar with all requirements of the Town of Dallas Zoning Ordinance concerning this proposed use. I acknowledge that any violation of this ordinance will be grounds for revoking this permit and any subsequent permit issued by the Town of Dallas.

APPLICANT SIGNATURE: **DATE:**

THIS DEVELOPMENT REQUIRES STORM WATER DETENTION CONTROLS: **YES NO**

THIS PERMIT IS:	APPROVED	DISAPPROVED	APPROVED with the following conditions
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ZONING ADMINISTRATOR: **DATE:**

After Zoning Permit has been obtained, take one copy to the Gaston County Inspection Department to obtain Building Permit.

Authorization for Gaston County Inspection Department to issue Building, Electric, Plumbing, etc. permits in the Town of Dallas and its extraterritorial jurisdiction. Authorization for the Gaston County Inspection Department to issue Flood Certification Permit.

INSTRUCTIONS FOR THE ZONING APPLICATION AND PERMIT

The Owner or Contractor shall complete two copies of the Application. If you meet all of the zoning requirements, and you have provided all the necessary documents, the Application will be approved and a Zoning Permit for Application for a Building Permit (Gaston County) shall be issued.

FILLING OUT APPLICATION: The responsibility of Owner or Contractor.

- A. If application is not complete, it can not be processed.
- B. The Owner or Contractor shall provide a sketch of the property showing the dimensions of the property and what street(s) abuts the property. All plot plans or sketches shall be attached to the Application. The Gaston County Tax Map Reference shall be provided. Off-Street Parking shall be shown.
 1. If a **new house** is being built, then show it on the property sketch along with how many feet it will be from all property lines.
 2. Any **auxiliary buildings**, such as a utility building, shall be shown on the property sketch along with how many feet it is to all property line. Auxiliary buildings are permitted only in rear yards, shall be at least five (5) feet from all lot lines (except when it is a corner lot - **see e below**), shall be at least five (5) feet from any other building on the same lot, and shall not cover more that thirty percent (30%) of any required rear yard.

NOTE: A house may cover more than one lot. If an existing house or any other structure is occupying part of another lot it shall be shown on the property sketch.
 3. If an **addition** is added on to an existing house, then a property sketch shall be provide showing the existing house (solid line) as it is located on the property and how many feet from the property lines - --- then show the addition to be added (broken lines) and how many feet from the property lines.

An addition will not be permitted if it reduces the required setback requirement.
 4. The driveway is the responsibility of the property owner and the minimum width shall be 16 feet. If a sidewalk is integrated into a driveway then the old driveway shall be removed and a new one installed to handle the weight of the vehicles.
 5. In residential zones the minimum width of the side yard along an intersection street shall be one-half of the required front yard; accessory buildings in the rear year shall also comply with this requirement.
- C. If a house or structure is being moved on to a lot under the zoning jurisdiction of the Town, the owner shall:
 1. Obtain a copy of the House Moving Ordinance from the Town Clerk.
- D. **For non- residential structures**, different requirements will apply, including off-street parking (number of spaces), buffer setbacks, etc.
- E. **Storm Water Detention:** The locations of natural drainage systems, design of flood control and/or storm water management installations and devices shall be shown on a site plan that bears the seal of a certified engineer. The structures, devices, and methods used shall be planned, designed, constructed, and maintained so as to:
 1. provide for the natural infiltration of storm water;
 2. control the velocity of runoff flows;
 3. extend the time of concentration of storm water runoff;
 4. collect and transmit excess storm water flows into either the Town drainage system or into a natural drainage system.

No zoning permit will be issued for a new or expanded structure, other than single-family residential, unless the property owner first submits such site plan.