

### Instructions

1. Review Ordinance regulations for this use.
2. Complete **all pages** of the Zoning Use Permit Application.
3. Email this application to [permits@huntersville.org](mailto:permits@huntersville.org).
4. Submit the review fee through the Planning and Zoning Fees Form ([www.huntersville.org](http://www.huntersville.org)).

### Ordinance

#### Article 8.8 Structures & Uses Limited In Yards

2. Except as otherwise provided in this section, no accessory structure shall be located within an established setback or required side yard, nor within five feet of a side or rear lot line. Where permitted, accessory dwellings may be located no closer than 5 feet to the right-of-way or easement of an abutting mid-block alley, nor closer than 15 feet to an abutting rear property line. Piers, docks, and other water-dependent accessory structures may be located in any required setback or yard on lots, which abut a body of water. Fences, walls, security gates, paths, walkways, mailboxes, utility poles, lighting fixtures, patios at grade, and similar features may be located in an established setback or required yard, so long as the sight triangle on corner lots is protected according to the provisions of [Section 8.9](#). If the accessory structure exceeds the height of the principal structure, it must meet the minimum side yard and be at least 15 feet from the rear lot line.

#### Article 12.2.1

Accessory structure or use. A use or structure that is customarily or typically subordinate to and serves a principal use or structure; is clearly subordinate in area, extent, or purpose to the principal use or structure served; and is located on the same lot as the principal use or structure. In no event shall "accessory use" or "accessory structure" be construed to authorize a use or structure not otherwise permitted in the district in which the principal use is located. The total square footage of all accessory structure(s) shall not exceed the total square footage of heated area located on the first floor of the principal structure.

## Zoning Use Permit Application

### Property Address/Use

Street #                      N, S, E, W                                      Street Name                                      AV, RD, ST, etc.                                      Suite  
\_\_\_\_\_

Project/Subdivision Name: \_\_\_\_\_ Phase: \_\_\_\_\_ Section: \_\_\_\_\_

Current Property Use: \_\_\_\_\_ If Commercial, specify (restaurant, office, etc.): \_\_\_\_\_

Proposed Property Use: \_\_\_\_\_ If Other, specify: \_\_\_\_\_

Description of Proposed Use: \_\_\_\_\_  
\_\_\_\_\_

### Applicant

By signature below, I hereby acknowledge, as/on behalf of (circle one) the applicant the use will comply with all regulations related to the above use as indicated within the Town of Huntersville Zoning Ordinance.

Printed Name of Applicant \_\_\_\_\_

Corporation    LLC    Trust    Partnership    Individual – Property Owner    Other: \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

CEO    President    Vice-President    Individual – Homeowner    Manager    Other: \_\_\_\_\_

### Property Owner (if different than applicant)

By signature below, I hereby acknowledge, as/on behalf of (circle one) the property owner 1) the use will comply with all regulations related to the above use as indicated within the Town of Huntersville Zoning Ordinance and 2) and hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.

Printed Name of Property Owner \_\_\_\_\_

Corporation    LLC    Trust    Partnership    Individual – Property Owner    Other: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

CEO    President    Vice-President    Individual – Property Owner    Manager    Other: \_\_\_\_\_

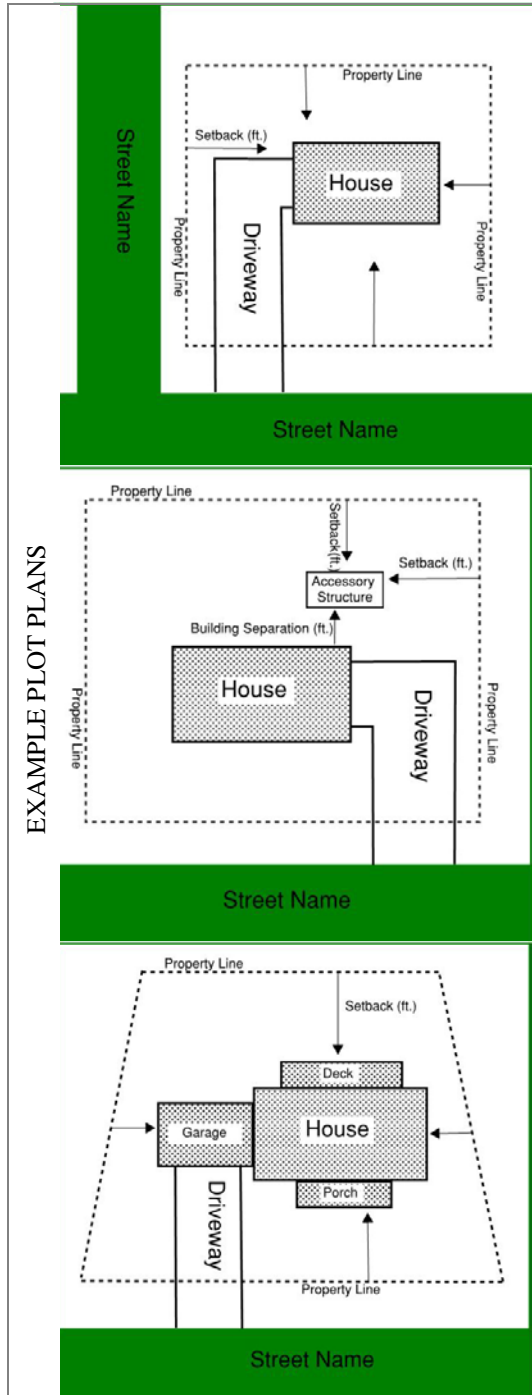
Phone \_\_\_\_\_ Email \_\_\_\_\_

Address of Property Owner \_\_\_\_\_

If signed by an agent on behalf of the Owner, this application MUST be accompanied by a notarized Limited Power of Attorney signed by the property owner (s), specifically authorizing the agent to act on the owner (s) behalf in signing this application. Failure of each owner, or their duly authorized agent, to sign, or failure to include the authority of the agent signed by the property owner, will result in an INVALID APPLICATION. **If additional space is needed for signatures, attach the Town of Huntersville Signature Addendum Form.**

<b>Street #</b>	<b>N,S,E,W</b>	<b>Street Name</b>	<b>AV, RD, ST, etc.</b>	<b>Suite</b>
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**EXAMPLE PLOT PLANS**



The first example shows a house with a driveway, setbacks, and property lines. The second shows a house with an accessory structure, setbacks, and a driveway. The third shows a house with a garage, deck, porch, and driveway, with setbacks and property lines.

**INSTRUCTIONS:**

In the space provided, draw plot plan as neatly and accurately as possible, from a survey if available. Separate applications and plot plans are required for each building.

1. Draw street(s) and right-of-ways(s).
2. Draw property lines with showing setbacks for proposed structure.
3. Draw proposed buildings and existing structures including any driveway(s), walkway(s), attached porch(es), deck(s), chimney(s), carport(s), garage(s), shed(s), barn(s), pool(s), accessory dwelling(s), etc.
4. Show area of existing and proposed structures.
5. Write amount of existing impervious use and area of proposed structure, if subject to Watershed regulations.

Show access easements, open space, tree save, and environmental buffers if applicable.

<b>Applicant Name</b>	<b>Date</b>	<b>Applicant Signature</b>	
<b>Zoning Approved By</b>	<b>Date</b>	<b>Notes</b>	<b>Parcel ID</b>