

**TOWN OF GARNER PLANNING DEPARTMENT  
SITE PLAN/SUBDIVISION SUBMISSION FORM**

**OFFICE USE ONLY**

*Note: The review fee is due upon submission.*



**Town of Garner, NC  
Planning  
Department**

**Case Number** \_\_\_\_\_

**Date Received** \_\_\_\_\_ **Receipt #** \_\_\_\_\_

**Related Projects** \_\_\_\_\_

**Planning Commission Meeting Date** \_\_\_\_\_

**Town Council Meeting Date** \_\_\_\_\_

**Type of Request: (Please check one)**

- Major Subdivision** \$250 + \$10/lot
- Conditional Use Site Plan Review** \$250
- Conditional Use Subdivision Plan Review** \$250 + \$10/lot
- Special Use Site Plan Review** \$250
- Special Use Subdivision Plan Review** \$250 + \$10/lot

<b>Number of Copies Required:</b>	<b>Preliminary Review</b>	<b>Ten (10) copies (24x36)</b>
	<b>Planning Commission and Town Council Review</b>	<b>Twenty (20) copies (24x36)</b>
	<b>Town Council Final Action</b>	<b>Ten (10) copies (24x36)</b>

**Name of Development:** \_\_\_\_\_

**Property Location:** \_\_\_\_\_

**Parcel Id Number (PIN):** \_\_\_\_\_ **Total Acreage:** \_\_\_\_\_ **Zoning:** \_\_\_\_\_

**Deed Book/Page Number** \_\_\_\_\_ **Number of Lots and or Units (existing & proposed):** \_\_\_\_\_ **Building Square Footage:** \_\_\_\_\_

**Proposed Use of Property (apartments, shopping center, townhouse, etc):** \_\_\_\_\_

<b>Owner:</b> _____	<b>Contact Person:</b> _____
<b>Mailing Address:</b> _____	<b>Telephone:</b> _____
_____	<b>Fax:</b> _____
_____	<b>Email:</b> _____
_____	_____
<b>Owner Print</b> _____	<b>Owner Signature</b> _____
_____ <b>Date</b>	_____ <b>Date</b>

<b>Applicant:</b> _____	<b>Contact Person:</b> _____
<b>Mailing Address:</b> _____	<b>Telephone:</b> _____
_____	<b>Fax:</b> _____
_____	<b>Email:</b> _____
_____	_____
<b>Applicant Print</b> _____	<b>Applicant Signature</b> _____
_____ <b>Date</b>	_____ <b>Date</b>

<b>Site Designer:</b> _____	<b>Contact Person:</b> _____
<b>Mailing Address:</b> _____	<b>Telephone:</b> _____
_____	<b>Fax:</b> _____
_____	<b>Email:</b> _____
_____	_____
<b>Site Designer Print</b> _____	<b>Site Designer Signature</b> _____
_____ <b>Date</b>	_____ <b>Date</b>

**TOWN OF GARNER  
OWNER'S AUTHORIZATION**

*If the owner(s) of this subject property are giving authorization for someone else to apply for an application to the Town of Garner for site/subdivision permits and/or rezoning requests, this authorization is to be completed and submitted at time of application.*

I(WE), \_\_\_\_\_, do hereby certify that I(We)  
(name(s) of owner(s) of subject property)

am (are) the owner(s) of the property legally described below and hereby certify that I(We) have given authorization to \_\_\_\_\_ to  
(Name of Company and Representative)

apply an application to the Town of Garner for site/subdivision permits and/or rezoning requests for My(Our) property.

Wake County Parcel Identification Number(s):

Corresponding Real  
Identification Number(s):

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

\_\_\_\_\_  
Property Owner – Print

\_\_\_\_\_  
Property Owner – Signature      Date

**NOTARY STATEMENT**

Sworn to and subscribed before me the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Notary  
Public in and for the State of North Carolina.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
SEAL

\_\_\_\_\_  
Notary Public Printed      Date