

Application Fee: \$ 150.00

Note: Application must be complete and Application fee must be paid at time of submittal

SITE PLAN APPLICATION

Ten (10) sets of plans prepared and sealed by an architect, land surveyor, or engineer licensed to practice in the State of North Carolina must be submitted along with a completed application and filing fee.

Application Number: _____	OFFICE USE ONLY	Date: _____	Receipt: _____
Related Projects: _____			

1. Project Name: _____
 Proposed Use: _____
 Site Location: _____
 Zoning: _____ Total Acreage: _____ Disturbed Acreage: _____ Wake County PIN: _____

2. Applicant: _____
 Contact Name: _____
 Address: _____ City, State, Zip: _____
 Phone: _____ Fax: _____ Email: _____

3. Property Owner: _____
 Address: _____ City, State, Zip: _____
 Phone: _____ Fax: _____ Email: _____

4. Site Designer: _____
 Contact Name: _____
 Address: _____ City, State, Zip: _____
 Phone: _____ Fax: _____ Email: _____

SIGNATURES (REQUIRED)

 Applicant – Printed Applicant – Signature Date

 Owner – Printed Owner – Signature Date
 (if other than applicant)

All applicable permits and approvals listed below must be received and all fees paid prior to issuances of a building permit. A fee schedule can be obtained by contacting the Town of Garner Planning Department at (919) 772-4688.

Additional Permits Required	Type Permit	Permitting Agency
	Grading Permit / Certificate of Compliance	Wake County
	Septic Tank Permits	Wake County
	Driveway Permit	NC DOT
	Encroachment Agreement	NC DOT
	Utility Extension Permits	NC DEM/NC DHS
	Construction Drawing Approval	Town of Garner Engineering Dept. and City of Raleigh
	Sign Permit	Town of Garner – Planning Dept.
	Final Plat / Recordation	Town of Garner – Planning Dept. and Wake County Register of Deeds
	Watershed Development Permit	Town of Garner – Engineering Dept.
	Building Construction Plan Approval	Town of Garner – Inspections Dept.