



# Town of Zebulon

## Planning Department

1003 N. Arendell Avenue, Zebulon, NC 27597  
Phone: (919) 823-1810 Fax: (919) 887-2824  
[www.townofzebulon.org](http://www.townofzebulon.org)

## REQUEST FOR INTERPRETATION

### GENERAL INFORMATION:

In accordance with Section 2.2.12 of the UDO, an applicant, property owner, or other applicant may request documentation from the Planning Director regarding the meaning of language in this Ordinance, unlisted use types, boundaries on the Official Zoning Map, or conditions applied to an approval. The Planning Director is responsible for written interpretations of the following:

1. The meaning of the text in this Ordinance;
2. The location and extent of zoning district boundaries on the Official Zoning Map, including boundaries associated with the Flood Hazard Overlay (FHO) district;
3. Interpretations of whether an unlisted use is comparable to a use listed in Table 4.2.3, Principal Use Table;
4. Definitions of undefined terms;
5. Compliance with conditions of approval; and
6. Other aspects of this Ordinance.

### INSTRUCTIONS:

**PRE-APPLICATION MEETING:** A pre-application conference with staff in accordance with Section 2.3.2 of the UDO to verify the application requirements, processes, and procedures regarding a proposed request. To schedule a meeting, applicants must request a meeting by e-mail Planning Director Michael Clark ([mclark@TownofZebulon.org](mailto:mclark@TownofZebulon.org)) no later than five (5) working days prior to the desired meeting day.

**FILE NOTICE OF REQUEST:** Submit hard copy application to the Planning Department with the applicable Requirements in accordance with Section 2.2.12 of the UDO. The Planning Director will review the proposed request and render an in.

**NOTICE OF DECISION:** The formal notice of decision shall be provided to the applicant in accordance with Section 2.3.9 of the UDO.

### APPLICATION REQUIREMENTS:

The applicant requesting an appeal must submit a written application to the Zebulon Planning Department using the forms included in this packet



# APPLICATION FOR INTERPRETATION

<b>PART 1. DESCRIPTION OF REQUEST/PROPERTY</b>		
Street Address of the Property:	Acreage:	
Parcel Identification Number (NC PIN):	Deed Book:	Deed Page(s):
Existing Zoning of the Property:	Proposed Zoning of the Property:	
Existing Use of the Property:	Proposed Use of the Property:	
Details of Interpretation Request:		

<b>PART 2. APPLICANT/AGENT INFORMATION</b>		
Name of Applicant/Agent:		
Street Address of Applicant/Agent:		
City:	State:	Zip Code:
Email of Applicant/Agent:	Telephone Number of Applicant/Agent:	Fax Number of Applicant/Agent:
Are you the owner of the property? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you the owner's agent? <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Note: If you are not the owner of the property, you <u>must</u> obtain the Owner's consent and signature giving you permission to submit this application.</b>

<b>PART 3. PROPERTY OWNER INFORMATION</b>		
Name of Property Owner:		
Street Address of Property Owner:		
City:	State:	Zip Code:
Email of Property Owner:	Telephone Number of Property Owner:	Fax Number of Property Owner:
<i>I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.</i>		
<b>Signature of Applicant:</b>  	<b>Print Name:</b>  	<b>Date:</b>  
<b>Signature of Owner:</b>  	<b>Print Name:</b>  	<b>Date:</b>  