

**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: _____	<b>OFFICE USE ONLY</b>	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.

## SITE PLAN APPLICATION OWNER'S AUTHORIZATION

*If the owner(s) of this subject property are giving authorization for someone else to apply for the Site Plan or Modification to an existing Site Plan, 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 for the Site Plan or Modification to an existing Site Plan 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