

**TOWN OF LAKE LURE
CERTIFICATE OF ZONING COMPLIANCE**

Permit Fee _____

Permit No. ZP-
VROP-

Approved: _____	_____ Zoning Administrator
Rejected: _____ (see attached explanation)	Date: _____ <i>See page 3 for expiration information</i> Foundation Survey Required (see page 2): _____

Please complete all sections of form.

TYPE OF REQUEST:

Erect _____ Enlarge _____ Move _____ Alter _____ Demolish _____ Other: _____

Use/Change of Use (Describe) _____ Other(specify) _____

Residential Vacation Rental _____ (**GO NO FURTHER—CHECK AND SKIP TO PAGE FOUR**)

PERSON MAKING APPLICATION:

Name: _____

Address: _____

Daytime Phone: _____ Email Address: _____

INFORMATION REGARDING PROPERTY TO BE IMPROVED:

Map Page _____ Block _____ Lot _____ Current zoning _____

Tax PIN: _____ Land Disturbance Permit # _____

Property Address _____ Lot area _____

Owner _____ Square foot area _____
of improvement

Address _____ Street Frontage _____

Lake frontage _____

TYPE OF STRUCTURE:

Single family dwelling _____ Duplex _____

Apartment _____ Commercial building* _____

Multi-family dwelling _____ Other (specify) _____

* All commercial structures require review by Fire Coordinator prior to issuance of a building permit.

TYPE OF WATER AND SEWER SYSTEMS:

Water system: Public (Town) _____ Private (CWS) _____

Individual well: _____ Other: _____

Sewer system: Public (Town) _____ Private (CWS) _____

Septic tank: _____ Other: _____

NOTE: Connections to public systems require separate permit from Town Clerk’s office, such permits must be approved and submitted with application. Well and septic tanks require certificate from the county health department prior to approval of permit.

“§ 92.064A FOUNDATION SURVEY REQUIRED

Where plans submitted for a Certificate of Zoning Compliance show that any portion of a new structure or addition to an existing structure will be within five feet of any required yard, a survey prepared by a registered land surveyor or civil engineer shall be made to insure that the proposed structure will be located as shown on the approved plans. This survey shall be conducted after the construction of any foundation. **The survey shall also indicate the location of roof overhangs, decks, chimneys and any other appurtenances that extend beyond the walls of the structure.** This survey shall be submitted to the Zoning Administrator for review and, if in accord with the approved plans, the Zoning Administrator shall issue a statement of approval. This statement shall be required before any certificate of occupancy shall be issued by the Rutherford County Building Inspections Office. If the survey is not performed or if the survey shows the structure is not in accord with the approved plans, the Certificate of Zoning Compliance shall be rescinded until such time as a survey shows the location of the structure is in conformance. In the event the Certificate of Zoning Compliance is rescinded, the Zoning Administrator shall notify the Rutherford County Building Inspections Office that the building permit is no longer valid.”

Zoning Compliance Permit Application Checklist

Application is not complete until all of the following items have been submitted:

For any documents submitted greater than 11"X17" in size, two copies must be submitted.

_____ **A site plan**, drawn to scale, showing the actual dimensions of the lot to be built upon, the sizes and location of all existing buildings or other structures and their location on the lot, and the size, shape, and location on the lot of all buildings or structures proposed to be erected or altered. **Please note that street-front yards (setbacks) are measured from the center of the street, and decks and overhangs may not encroach into required yards (see § 92.040 "Building Site-Minimum Dimensional Requirements)**

_____ **Building elevations and floor plans** drawn to scale.

_____ A short description of the proposed project (this may be written on the plans or submitted as a separate document).

_____ Proof of adequate water, sewer, and/or septic.

_____ Other documents requested by the Zoning Administrator to ensure compliance with the Lake Lure Zoning Regulations

THE TREE PROTECTION OFFICER OR A DESIGNEE SHALL PERIODICALLY INSPECT ALL LAND-CLEARING AND GRADING ACTIVITIES TO ENSURE COMPLIANCE WITH THE ZONING REGULATIONS AND TO DETERMINE WHETHER THE MEASURES REQUIRED IN THE SITE PLAN ARE EFFECTIVE IN PROTECTING ALL SIGNIFICANT TREES NOT INDICATED IN THE SITE PLAN FOR REMOVAL.

UPON COMPLETION OF THE PROJECT FOR WHICH THIS PERMIT IS ISSUED, THE PERMIT HOLDER MUST NOTIFY THE ZONING ADMINISTRATOR. THE ZONING ADMINISTRATOR WILL THEN CONDUCT A FINAL INSPECTION TO INSURE COMPLIANCE WITH THE APPROVED PERMIT. IF THE PROJECT IS FOUND TO BE IN COMPLIANCE, A CERTIFICATE OF OCCUPANCY WILL BE ISSUED.

<i>I hereby swear (affirm) that this application for a Zoning Compliance Permit, along with all supporting documentation, is accurate and correct to the best of my understanding and knowledge and I agree to comply with all requirements of the Town of Lake Lure zoning ordinance.</i>	
_____	_____
Signature of Applicant/Agent	Date of Original Application
_____	_____
Owner (Required)	Date

EXPIRATION OF PERMIT If work has not commenced within six months of the date of the issuance of the certificate of zoning compliance, or if work begins and then ceases for a period of 12 months, the certificate of zoning compliance shall become invalid.

VACATION RENTAL OPERATING PERMIT to establish a **Residential Vacation Rental**

Please complete all sections of form.

Information Regarding the Property:

Marketing name of property (if applicable) _____

Tax PIN: _____ Street address _____

Owner _____

Address _____

Applicant:

Name: _____

Address: _____

Daytime Phone: _____ Email Address: _____

Current zoning _____ Number of Bedrooms _____ Proposed Occupancy _____

Does the Rutherford County Property Information Card match occupancy request? ____yes____no

If "no," have you attached official documentation to support your occupancy request? ____yes____no

Lake Access from property? Yes____ No____

Boat Offered with Rental? Yes____ No____

24/7 contact person/rental manager:

Name _____

Address _____

Phone Number _____

Physical Location (Est. time to property) _____

Type of Water and Sewer Systems:

Water system: Public (Town) _____ Private (CWS) _____

Individual well: _____ Other: _____

Sewer system: Public (Town) _____ Private (CWS) _____

Septic tank: _____

VACATION RENTAL OPERATING PERMIT to establish a **Residential Vacation Rental**
(continued)

Additional Information: (Application is not complete until all requested information is submitted.)

- Authorization of Agent form (if required)
- Site Plan showing off-street parking (drawn to scale—**one parking space required per every 2 bedrooms**)
- The Rutherford County Property Information Card for the subject property
Available here: <http://lrcpwa.ncptscloud.com/Rutherford/>
- Inspection report of system integrity and leak-free connection to town sewer; if so connected
(inspection performed by NC-licensed plumber)
- Copy of standard rental agreement, including Town of Lake Lure contract addendum information
- Copy of Town of Lake Lure commercial boat license (if rental includes the use of a boat)
- Proof of Rutherford County TDA registration and payment of taxes for prior year
Information here: https://www.rutherfordcountync.gov/departments/finance/occupancy_tax_information.php

I hereby swear (affirm) that this application for a Residential Vacation Rental Operating Permit, along with all supporting documentation, is accurate and correct to the best of my understanding and knowledge and I agree to comply with all requirements of the Town of Lake Lure Zoning Regulations. I also acknowledge that I am aware of the occupancy restrictions on the use of the property as a residential vacation rental and agree to abide by those restrictions. I understand an initial inspection will be conducted by the Town of Lake Lure to ensure compliance with town regulations prior to the approval of this permit.

_____ Applicant/Agent _____ Date

_____ Owner (REQUIRED) _____ Date

EXPIRATION OF PERMIT

If the use of the property as a residential vacation rental has not commenced within six months of the date of the issuance of the certificate of zoning compliance, the certificate of zoning compliance shall become invalid. Once established, this status is also forfeited if there is no vacation rental activity at the home for a period of five years.

NOTICE—NCGS §160A-388(b1)(4)—NOTICE

It shall be conclusively presumed that all persons with standing to appeal have constructive notice of the decision from the date a sign containing the words "Zoning Decision" or "Subdivision Decision" in letters at least six inches high and identifying the means to contact an official for information about the decision is prominently posted on the property that is the subject of the decision, provided the sign remains on the property for at least 10 days. Posting of signs is not the only form of constructive notice. **Any such posting shall be the responsibility of the landowner or applicant.** Verification of the posting shall be provided to the official who made the decision. Absent an ordinance provision to the contrary, posting of signs shall not be required.

STAFF USE

REVIEWED BY: _____ Date _____

LAKE LURE DAMAGE ASSESSMENT REPORT

CZC

#:

PIN:

PROJECT NAME: _____

ADDRESS: _____

PART I. PRE-CONSTRUCTION INSPECTION

INITIAL INSPECTION DATE:

PUBLIC WORKS DIRECTOR SIGNATURE:

DATE:

APPLICANT SIGNATURE:

DATE:

Attach photos of each improvement

	Poor	Fair	Good	Excellent	Notes:
Street Surface:					
Street Shoulders:					
Ditches:					
Catchbasins:					
Culverts:					
Water:					
Sewer:					
Bridges					
Sidewalks:					
Streetlights:					
Signs/ Sign Posts:					
Other:					

PART II. POST-CONSTRUCTION INSPECTION

FINAL INSPECTION DATE:

PUBLIC WORKS DIRECTOR SIGNATURE:

DATE:

APPLICANT SIGNATURE:

DATE:

Attach photos of each improvement

	Poor	Fair	Good	Excellent	Notes:
Street Surface:					
Street Shoulders:					
Ditches:					
Catchbasins:					
Culverts:					
Water:					
Sewer:					
Bridges					
Sidewalks:					
Streetlights:					
Signs/ Sign Posts:					
Other:					

Damage to public infrastructure: Yes or No

If there is no damage to public infrastructure, then this form should be signed by the Public Works Director, and forwarded to the Zoning Administrator. Date Public Works Director determined that there was no damage resulting from the project in which this CZC was issued:

Summary of damage that resulted from the construction of this project:

Date damaged property repaired and approved by the Public Works Director: