



FOXFIRE VILLAGE CONSTRUCTION PROJECT and CERTIFICATE OF ZONING COMPLIANCE APPLICATION

PROPERTY OWNER

Name: _____
Address: _____
City: _____ State/Zip: _____
Phone: _____ Cell: _____

LOCATION OF PROJECT

Street Address: _____
Lot No. _____
Zoning District: _____
LRK # _____
Proposed Builder: _____
Phone Number: _____
N.C. License No: _____

TYPE OF PROJECT

- Single Family Residence**
- Addition**
- Structure Modification**
- Deck**
- Fence / Dog Run**
- Accessory Building**
- Swimming Pool**
- Other _____

DETAILS OF STRUCTURE

- 1 Story
- 1.5 Story
- 2 Story

First Floor Heated Area (sq. ft.) _____

Second Floor Heated Area (sq. ft.) _____

The minimum heated square feet for each floor of the structure is **required** or zoning compliance certificate will be **denied**.

Lot Size (feet)

Front: _____
Back: _____
Sides: _____ / _____
Area: _____

Setback Measurement (feet)

Front: _____
Back: _____
Sides: _____ / _____
Area: _____

Total Building Area (sq. ft.): _____

Garage, Utility, Porch _____

Total Not Under Roof: _____

A Certified Foundation Survey is REQUIRED if structure is within 5 ft. of setback.

ATTACHMENTS

- Landscaping Plans
- Site Plan
- Erosion Control Plan
- Public Water Verification
- Architectural Plans
- Moore County Septic Permit
- HVAC Plan
- Other

Submit Three (3) Copies of Each Checked Item for all Residential Permitting.

****Submit Two (2) Copies of Each Checked Item for All Other Permitting.**

DESCRIPTION OF MODIFICATION, ADDITION TO EXISTING STRUCTURE, OR OTHER STRUCTURE:

Applicant Signature

Date

Proposed Start

Site Plan Checklist for Single Family Residence

- Indicate existing and proposed topographic elevations and finished floor elevation on site plan
- Vicinity Map – must be legible and lot easily located
- Title block with site name and location
- Indicate zoning classification and property on plan
- Show total acreage including area and dimensions of the entire tract.
- Indicate adjoining lot lines, lot number on plans (include subdivision name if located within subdivision)
- Provide developer/builder name, address, and telephone number on plans
- Indicate by note, minimum dwelling size proposed for each floor
- Show front, rear, and sides of building setbacks
- Show road frontage at the right of way and lot width at the building line
- Indicate drainage easement footage
- Clearly show the location of addition/alteration
- Proposed location of accessory structure to include dog runs, fences, etc.
- Driveway and Sidewalk locations
- Lots that are susceptible to storm water retention shall:
 - a. Show existing and proposed drainage patterns
 - b. Onsite/offsite drainage basin map complete with direction of roof drainage.
- Floodplain and wetland delineation with builder providing the proper documentation from a civil engineer
- Elevation of ground floor
- Elevation (front, rear, and sides) shown with finished grade, to scale
- **Erosion control plan**
(show location of silt fence)
- Existing and proposed impervious areas including the calculations on new construction and additions/alterations
- Location of septic, and/or existing drainage structures (with Approved County permit attached)
- Landscaping information shall include location and types of plants and quantity, including height of plants around HVAC unit, including details for any soil stabilization and finish contour grades
- Floor Plan
- **Foundation Survey**
(certified if within 5 ft, of setbacks)
- Roof Framing Plan
- Framing Plans for all floors
- Wall elevation including typical wall section
- HVAC Plan
- Lot Clearing Plan
- Grading Permit
- As-Built Survey to include building heights

APPLICATION FEES

*Single Family Residential	.20 per heated sq. ft.
Multi-Family	.20 per heated sq. ft.
Barn w/ Living Quarters	.20 per sq. ft.
Barn w/o Living Quarters	.10 per sq. ft.
Accessory Building	.10 per sq. ft.
Structural Alteration	.20 per sq. ft.
Pools, Decks, Spas	\$200.00
Fence	\$50.00

If the location of the project is within the corporate limits of the Village, this application must be accompanied by an application for water service along with the tap-on fee of \$1,450 and a **refundable contractor's deposit of \$500.*

FOXFIRE VILLAGE ZONING TIMELINES

All plans submitted to the Zoning Department will be processed and returned **within 30 days**. The re-submission of incomplete plans will follow the same guidelines.

Application received: _____
 Fee Paid: _____
 Check #(s) _____

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 This application and plans will be reviewed by the **Zoning Administrator** for compliance with zoning regulations.

- Application Approved
- Application Disapproved
- Application Approval Withheld Pending:

\_\_\_\_\_

Conditions/Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Certificate of Zoning Compliance No. \_\_\_\_\_

\_\_\_\_\_  
 Zoning Administrator

\_\_\_\_\_  
 Date