



## City of Boiling Spring Lakes

9 East Boiling Spring Road Boiling Spring Lakes, NC 28461  
Phone ~ 910-363-0025 Fax ~ 910-363-0029 Web page ~ [www.cityofbsl.org](http://www.cityofbsl.org)

Applicant's Name: \_\_\_\_\_

Applicant's Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant's Phone Number: \_\_\_\_\_

Applicant's Email: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Property Owner Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

### OFFICE USE ONLY

Date Received: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

Received by: \_\_\_\_\_

**Applicant's Relationship to the Property Owner** (Check the one that applies):

Owner

Legal Representative of the Owner (must attach Affidavit of owner's permission for this action)

Developer (must attach Affidavit of owner's permission for this action)

Other, specify (must attach Affidavit of owner's permission for this action)

\_\_\_\_\_

Property Address: \_\_\_\_\_

Parcel Number: \_\_\_\_\_ Lot Size \_\_\_\_\_ Deed Reference: Book \_\_\_\_\_ Page \_\_\_\_\_

Existing Zoning: \_\_\_\_\_

Proposed Special Use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Proposed Conditions:**

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A site plan drawn to scale and sealed by a registered engineer, surveyor, architect, or landscape architect licensed to practice in the State of North Carolina may be required for certain special use permits. No application shall be deemed complete unless it contains, or is accompanied by all applicable items listed in the submission requirements in Appendix B of the City's Unified Development Ordinance (UDO) for the respective plan type – Plot Plan, Minor Site Plan, or Major Site Plan. The application shall be subject to the thresholds establishing the applicability for each plan type as provided in Article 9 of the UDO.

In approving an application for a special use permit the Board of Adjustment may attach fair and reasonable conditions to the approval. The applicant will have a reasonable opportunity to consider and respond to any additional requirements prior to approval or denial by the Board of Adjustment. In no instance shall any of these conditions be less restrictive than any requirements which would pertain to that particular development found elsewhere in a similar zoning district. The applicant's written consent to all conditions related to a special use permit shall be required.

Special use permit approval requires several standard findings of fact (see below). It shall be the responsibility of the applicant to address all findings related to the development proposal. The burden of submitting competent evidence that the findings have been met is the applicant's responsibility. Additional information supporting the special use permit application shall be the responsibility of the petitioner and not the responsibility of the city.

At the Board of Adjustment hearing, petitioners should be prepared to testify to the following standard findings of fact for all special uses:

1. The proposed use will have either a minimal effect or positive effect on the public health or safety;
2. The use meets all required conditions and specifications of the UDO;
3. The proposed use will have no material adverse effect on the value of adjoining or abutting properties unless the use is a public necessity;
4. The proposed use is in harmony with the City land Use Plan and/or other plans adopted by the Board of Commissioners;
5. Adequate measures have been, or will be taken, to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

NOTE: Due to the amount of detailed information needing to be submitted to the city, it is recommended that early contact with the city planning department be accomplished to avoid unnecessary delays. All applications for a special use permit shall be reviewed by the UDO Administrator and Technical Review Committee prior to Board of Adjustment review. If an application for a special use permit is found to be in conflict with the requirements of this application, the applicant shall be notified and the petition rejected. Three hard copies and one digital copy of submission requirements shall accompany this application.

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Signature

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Date