



SPECIAL EXCEPTION APPLICATION

FOR PLANNING & ZONING DEPT. USE ONLY

File No. _____

Legal Ad Date: _____

Posting Notice Date: _____

Amount Received: _____

Date Paid: _____

Staff Signature: _____

P&Z Meeting Date: _____

Date Completed Application Was Received: _____

(Official Date Stamp)

Application Fee \$500.00

- ◆ Applications will not be considered complete until all items have been submitted. **Incomplete applications Will NOT be placed on the Planning & Zoning Commission agenda and will be returned to the applicant.**
- ◆ All items must be reviewed and approved by Staff and must be in compliance with current City Ordinances. **The City shall have five (5) business days in order to review applications for completeness**

Project Name: _____

Project Address: _____

Parcel(s) #: _____

Description of project: _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____ **Fax Number:** _____

Applicant Email: _____

_____ affirms that he is/ she is/ they are the owners/ specifically authorized agent of the property located at: _____

_____ petitions the City of Fayetteville Planning and Zoning

Commission to consider a request for a special exception from Section # _____, of the City of Fayetteville Zoning Ordinance to allow _____ in a _____ zoning district.

Applicant Signature: _____ **Date:** _____

SPECIAL EXCEPTION APPLICATION/CHECKLIST

Return this APPLICATION/CHECKLIST with submittal. Incomplete submittals will not be reviewed.

Eight (8) 24"x36" printed copies and PDF copy of the development site plan and elevations for departmental review.

To include:

- Vicinity map showing project location, north arrow, graphic scale & date
- Complete survey including property boundary lines, with bearings & distances
- Existing roads, streets, highways, & respective r-o-w widths on or adjacent to property
- Existing drainage ditches, canals, water courses, and drainage easements on or adjacent to the property
- Existing buildings, structures, and facilities on development property and adjacent property
- All existing utility lines on or adjacent to the property
- Adjacent property land uses, zoning and property owner names
- A complete legal description of property
- Impact on classification and structure of existing dams. Provide dam break analysis if applicable.

Five (5) 11"x 17" copies of the site plan & all four sides color elevations for Commission review.

- PDF or JPEG file of site plan & color elevations
- Narrative describing nature & scope of project
- Material samples
- Proposed access to existing roads, circulation routes, parking space layout & dimensions
- Proposed setbacks, buffers, open spaces areas, landscaped areas, & impervious surface calculations.

1. Building Dept. (Greg Taliercio) 770-719-4062
2. Finance Dept. (Mike Bush) 770-461-6029