



# LAND USE PERMIT APPLICATION

Submit required documentation to:  
Wake County Planning, Development and Inspections  
PO Box 550 Wake County Office Building  
Raleigh, NC 27602-0550 336 Fayetteville Street Mall, Downtown Raleigh  
Contact (919) 856-6335 for additional information.

File #  
Fee  
Amt Paid  
Check #  
Rec'd Date  
Rec'd By

PERMIT # \_\_\_\_\_

D# \_\_\_\_\_

### Request

This application is for: \_\_\_\_\_

If applicable dimensions (structure(s), building(s)) \_\_\_\_\_

### Applicant

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

Applicant's e-mail address \_\_\_\_\_ Fax Number \_\_\_\_\_

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

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Property

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Parcel Identification Number/Real Estate Identification Number \_\_\_\_\_ -

Directions to Property: \_\_\_\_\_

### Land Owner

Owner's Name: \_\_\_\_\_ Owner's Address \_\_\_\_\_

Owner or Agent's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

### If Applicable

Dimension/size of structure(s), building(s) \_\_\_\_\_

Hours of Operation: \_\_\_\_\_ Days of Operation \_\_\_\_\_

### For in-home daycare; family care home, etc.

# of Children/Residents: \_\_\_\_\_ Age(s): \_\_\_\_\_

\*Note: Additional permits may be required, depending on outcome of initial building inspection. A Traffic Impact Analysis may be required as well as well and septic verification.

### Staff Use Only

PIN: \_\_\_\_\_ Zoning: \_\_\_\_\_ BM: \_\_\_\_\_ Page: \_\_\_\_\_



## LAND USE PERMIT INSTRUCTIONS

Submit required documentation to:

Wake County Planning, Development and Inspections  
PO Box 550 Wake County Office Building  
Raleigh, NC 27602-0550 336 Fayetteville Street Mall, Downtown Raleigh  
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### Family Care Home (401F)

- Permit obtained through zoning office
- Limited to 6 persons
- Applicant must submit completed Land Use Permit form with site plan
- Attach copy of completed Application from Division of Facility Services for use requested.
- Site plan is to show parking - 1.5 spaces for each bed. Parking is to be by forward motion in and out of site. How is this proposed use a public necessity? What is impact on surrounding neighborhood and adjacent properties?
- Provide documentation that no other family care homes are within a ½ mile radius.
- Floor plan required indicating portion of house utilized.
- \$50.00 for land use and \$46.00 for building code compliance for proposed use
- \$200.00 for septic/well verification and \$46.00 for property description
- **Total = \$342.00** permit - no construction allowed under this permit.
- May require additional permits for building code compliance as determined by building inspector and/or fire marshal.

### Small Day Care (401D)

- Permit obtained through zoning office
- Applicant must submit completed Land Use Permit form with site plan
- Attach copy of completed Application from Division of Facility Services for use requested.
- Must be an accessory use of residential house. (*Any day care not part of SF residence requires SUP.*)
- How is this proposed use a public necessity? What is impact on surrounding neighborhood and adjacent properties?
- \$50.00 for land use and \$46.00 for building code compliance for proposed use
- \$200.00 for septic/well verification and \$46.00 for property description
- **Total = \$342.00** permit - no construction allowed under this permit.
- May require additional permits for building code compliance as determined by building inspector and/or fire marshal.

### ABC Permit (901C)

- Applicant is to provide Green ATF form with the completed Land Use Permit application.
- Planning staff will verify that the use is properly permitted and established. If not established, an ABC permit will not be issued until a general use permit is obtained.
- \$50.00 for land use and \$46.00 for building code compliance for proposed use
- \$200.00 for septic/well verification and \$46.00 for property description
- **Total = \$342.00** permit - no construction allowed under this permit.
- May require additional permits for building code compliance as determined by building inspector and/or fire marshal.

**Land Use Permit only. No construction allowed under this permit. Additional**

Notes: All documents and maps submitted as required become the property of Wake **permits may be required, depending on outcome of initial building inspection.**County. The Wake County Unified Development Ordinance can be found at [www.wakegov.com](http://www.wakegov.com).