



TOWN OF LILLINGTON
ZONING PERMIT APPLICATION

Planning & Inspections Department
102 East Front Street, PO Box 296 Lillington NC 27546
• phone 910-893-0311 • fax 910-893-3693
lillingtonnc.org

APPLICANT INFORMATION:

Applicant: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Property Owner (if different from applicant): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

PROJECT TYPE:

Zoning Permit Requested: _____ Land Usage (new business, etc.) _____ Construction

Proposed Use Requested: _____ Residential Structure _____ Non-Residential Structure _____ Accessory Structure

_____ Business _____ Swimming Pool _____ Manufactured Home _____ Home Occupation _____ Deck / Porch

_____ Renovation / Repair _____ Other: _____

GENERAL PROJECT INFORMATION:

Project Address / Location: _____

Subdivision (phase / lot number): _____ Zoning District: _____

Size of Property (in acres): _____ Harnett Co. Tax PIN #: _____

Special Flood Hazard Area: _____ Yes _____ No *(if Yes, a Floodplain Development Permit may be required)*

Watershed Information: _____ Not located in one _____ Cape Fear – Critical _____ Cape Fear – Protected

Project Square Footage: _____ Project Impervious Surface Area (sf): _____

Town Jurisdiction: _____ In-Town Limits _____ ETJ

SUBITTAL INFORMATION:

Permit Requirements

No building or structure or any part thereof shall be erected, extended, enlarged or structurally altered or moved until a zoning permit and any required trade permits have been issued by the Town of Lillington.

No new land usage may be initiated until a zoning permit and any other required permits have been issued by the Town of Lillington.

All Lillington Permit Applications are available at lillingtonnc.org/permits.

Fees

A comprehensive list of fees can be found in the [Lillington Fee Schedule](#) for the current fiscal year.

Sketch Plan Checklist:

All applications for permit shall include a sketch plan. A sketch plan shall be drawn to an accurate scale (i.e. 1" = 50') and illustrate in simple sketch form the dimensions of the lot on which the proposed building or land use is to be constructed or conducted and the following:

- _____ The actual shape and dimensions of the lot to be built upon or used and total acreage in the lot.
- _____ Any known environmental conditions (floodplain, wetlands, impervious surface limitations, etc.)
- _____ Proposed layout of existing and proposed streets or drives.
- _____ The location of the proposed structure or use on the lot.
- _____ The exact location and size of existing structures and uses.
- _____ The existing and intended use of each structure or portion of structure.
- _____ The number of dwelling units the building is designed to accommodate, if applicable.
- _____ The height and number of stories of the structure(s).
- _____ The location and design of any off-street parking and / or loading.
- _____ The location and dimensions of driveways. For state-owned roads, an approved driveway permit from the North Carolina Department of Transportation (NCDOT) shall be required.
- _____ Date of plan preparation.
- _____ Location and description of landscaping, buffering and signs.
- _____ Such other information as may be necessary for determining whether the provisions of the Unified Development Ordinance are being met.

Building Trade Permits

The Town of Lillington issues all trade permits for work within the corporate limits or the extraterritorial jurisdiction (ETJ). Harnett County Inspections is contracted by the town for plan review and inspections. Construction plans for review are submitted *directly* to the Town of Lillington. Plans are subsequently transmitted to the county for review after zoning approval. Please contact Harnett County Central Permitting at 910-893-7525 or harnett.org/permits for any trade-related questions.

Fire Marshal Review

The Town of Lillington contracts with the Harnett County Fire Marshal's Office for projects requiring fire code approval. Fire code plan review applications are *permitted separately and submitted directly to the county for review*. Please contact Harnett County Central Permitting at 910-893-7525 or harnett.org/permits for further information.

Zoning Permits for Signs

A zoning permit for a sign is required for the erection or alteration of all signage in Lillington. Permit applications are available at lillington.org/permits. For further assistance, please contact the Town Planner at 910-893-0311.