



# General Application

**INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED. PLEASE CHECK ALL ITEMS CAREFULLY.**

## 1. Application Type

Please indicate the type of application you are submitting. In addition to the application, the submission process for each application type can be found at <https://www.huntersville.org/528/Permits-Process>

<input type="checkbox"/> Change of Use <input checked="" type="checkbox"/> Commercial Site Plan <input type="checkbox"/> Conditional Rezoning <input type="checkbox"/> General Rezoning <input type="checkbox"/> Master Signage Program <input type="checkbox"/> Special Use Permit <input type="checkbox"/> Revision to Original Project # _____ <input type="checkbox"/> Other _____	SUBDIVISION CATEGORIES: Per the Huntersville Subdivision Ordinance <input type="checkbox"/> Sketch Plan <input type="checkbox"/> Preliminary Plan <input type="checkbox"/> Final Plat (Includes Minor Subdivision) <input type="checkbox"/> Exempt Subdivision <input type="checkbox"/> Final Plat Revision <input type="checkbox"/> Farmhouse Cluster
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## 2. Project Data

Date of Application 05/10/2021

Name of Project Town of Huntersville Public Works Additions Phase # (if subdivision) \_\_\_\_\_

Project Address 416 Seagle St, Huntersville NC 28078

Parcel Identification Number(s) (PIN) 01120127

Current Zoning District SP Proposed District (for rezoning only) \_\_\_\_\_

Property Size (acres) 9.076 acres Street Frontage (feet) 522 feet

Current Land Use Industrial

Proposed Land Use(s) Industrial

Is the project within Huntersville's corporate limits?  
 Yes x No \_\_\_\_\_ If no, does the applicant intend to voluntarily annex? \_\_\_\_\_

## 3. Description of Request

Explain the nature of this request. If a separate sheet is necessary, please attach to this application.  
This project is the addition of two buildings for the Town of Huntersville. Approximately 2,500 sf for a new Police building, and approximately 3,000 sf for a new Parks and Rec. building.

## 4. Site Plan Submittals

Consult the particular type of *Review Process* for the application type selected above. These can be found at <https://www.huntersville.org/528/Permits-Process>.

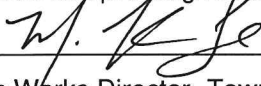
## 5. Outside Agency Information

Other agencies may have applications and fees associated with the land development process. The *Review Process* list includes plan documents needed for most town and county reviewing agencies. For major subdivisions, commercial site plans, and rezoning petitions please enclose a copy of the Charlotte-Mecklenburg Utility *Willingness to Serve* letter for the subject property.

## 6. Applicant

Printed Name Town of Huntersville Phone 704-766-2220  
 Corporation  Limited Liability Company  Trust  Partnership  Other: Municipality


By signature below, I hereby acknowledge, as/on behalf of (circle one) the applicant my understanding this application will be considered in a quasi-judicial proceeding and that neither I, nor anyone on my behalf, may contact the Board of Commissioners except through sworn testimony at the public hearing. (Applicable for Special Use Permits and Subdivisions)

Signature  Printed Name: M. KEVIN FOX  
Title Public Works Director -Town of Huntersville Email kfox@huntersville.org  
Address of Applicant P.O Box 664, Huntersville NC 28070

## 7. Property Owner (if different than applicant)

\*Printed Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Corporation  Limited Liability Company  Trust  Partnership  Other: \_\_\_\_\_

By signature below, I hereby acknowledge, as/on behalf of (circle one) the owner my understanding this application will be considered in a quasi-judicial proceeding and that neither I, nor anyone on my behalf, may contact the Board of Commissioners except through sworn testimony at the public hearing. (Applicable for Special Use Permits and Subdivisions)

Signature  Printed Name M. KEVIN FOX  
Title DIRECTOR OF PUBLIC WORKS Email KFOX@HUNTERSVILLE.ORG  
Address of Property Owner 416 SEAGLE ST HUNTERSVILLE NC 28078  
\* Property owner hereby grants permission to the Town of Huntersville personnel to enter the subject property for any purpose required in processing this application.

Every owner of each parcel included in this application, or the owner (s) duly authorized agent, must sign this application. If signed by an agent on behalf of the Owner, this application MUST be accompanied by a notarized Limited Power of Attorney signed by the property owner (s), specifically authorizing the agent to act on the owner (s) behalf in signing this application. Failure of each owner, or their duly authorized agent, to sign, or failure to include the authority of the agent signed by the property owner, will result in an INVALID APPLICATION. **If additional space is needed for signatures, attach the Town of Huntersville Signature Addendum Form.**

## 8. Development/Design Firm Contact Information

Development Firm	Name of Contact	Phone	Email
HensonFoley	Jay Henson	704-875-1615	jay@hensonfoley.com
Design Firm	Name of Contact	Phone	Email

## Contact Information

<b>Town of Huntersville</b>	Phone:	704-875-7000
<b>Planning Department</b>	Fax:	704-992-5528
PO Box 664	Physical Address:	105 Gilead Road, Third Floor
Huntersville, NC 28070	Website:	<a href="https://www.huntersville.org/228/Planning-Department">https://www.huntersville.org/228/Planning-Department</a>