



Town of Zebulon

Planning Department

1003 N. Arendell Avenue, Zebulon, NC 27597
Phone: (919) 823-1810 Fax: (919) 887-2824
www.townofzebulon.org

REQUEST FOR ADMINISTRATIVE ADJUSTMENT

GENERAL INFORMATION:

In accordance with Section 2.2.1 of the UDO, the purpose for this section is to establish a clear procedure and measurable review criteria for the administrative consideration of requests for minor deviations to certain numeric standards in this Ordinance (like zoning district dimensional standards). The intent of the procedure is to provide relief from practical difficulties in complying with the standards of this Ordinance. Administrative adjustments should only be granted when the proposed development advances the purposes of this Ordinance, and the proposed development can maintain compatibility with its surroundings.

INSTRUCTIONS:

PRE-APPLICATION MEETING: A pre-application conference with staff in accordance with Section 2.3.2 of the UDO to verify the application requirements, processes, and procedures regarding a proposed request. To schedule a meeting, applicants must e-mail a pdf map, drawing, model, site or sketch plan to Planning Director Michael Clark (mclark@TownofZebulon.org) no later than five (5) working days prior to the desired meeting day.

FILE APPLICATION: Submit hard copy application to the Planning Department with the applicable Requirements in accordance with Section 2.2.1 of the UDO.

COMPLETENESS DETERMINATION: The Planning Director will review the application materials to determine if all the required information necessary to render a decision has been including. The applicant will be notified by e-mail of any missing information or details.

REVIEW BY PLANNING DIRECTOR: The Planning Director shall review the nature of the request to determine if it is within the parameters and restrictions as outlined in Section 2.2.1(B) of the UDO.

NOTICE OF DECISION: The formal notice of decision shall be provided to the applicant in accordance with Section 2.3.9 of the UDO.

APPLICATION REQUIREMENTS

The applicant requesting an Administrative Adjustment must submit an application through the Town of Zebulon IDT Web Portal. Access to IDT can be found on the Town of Zebulon Website or through this link (<https://townofzebulon.idtplans.com/secure/>)

- Completed application form
- 1 Scalable site plan showing subject parcel(s) and associated features
- Petition Fee (See Fee Schedule for current fees)



APPLICATION FOR
ADMINISTRATIVE ADJUSTMENT

PART 1. DESCRIPTION OF REQUEST/PROPERTY		
Street Address of the Property: 706 N ARENDELL AVE		Acreage: 1.38
Parcel Identification Number (NC PIN): 2705274195	Deed Book: 018279	Deed Page(s): 00189
Existing Zoning of the Property: DTP		
Existing Use of the Property: UNDEVELOPED		
Reason for adjustment: SHIFTING THE UNITS BACK 2.5 FT TO AVOID POWERLINE OBSTRUCTION.		

PART 2. APPLICANT/AGENT INFORMATION		
Name of Applicant/Agent: STRONGROCK ENGINEERING GROUP		
Street Address of Applicant/Agent: 6801 FALLS OF NEUSE RD, STE. 108		
City: RALIEGH	State: NC	Zip Code: 27615
Email of Applicant/Agent: information@strongrockgroup.com	Telephone Number of Applicant/Agent: (984) 200-1932	Fax Number of Applicant/Agent:
Are you the owner of the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Are you the owner's agent? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Note: If you are not the owner of the property, you <u>must</u> obtain the Owner's consent and signature giving you permission to submit this application.

PART 3. PROPERTY OWNER INFORMATION		
Name of Property Owner: WELLSPRING CAROLINA INVESTMENTS LLC		
Street Address of Property Owner: 2649 BREKONRIDGE CENTRE DR. STE 104		
City: MONROE	State: NC	Zip Code: 28110
Email of Property Owner: jward@truehomes.com	Telephone Number of Property Owner: (704) 238-1229	Fax Number of Property Owner:
<i>I hereby state that the facts related in this application and any documents submitted herewith are complete, true, correct, and accurate to the best of my knowledge.</i>		
Signature of Applicant: 	Print Name: Christopher Stone	Date: 07/10/23
Signature of Owner: Sean Johnson	Print Name: Sean Johnson	Date: 7/11/23

