



Town of Beech Mountain Dept. of Planning and Inspections
403 Beech Mountain Parkway (Town Hall- Second Floor)
(828) 387-4236 or jscott@townofbeechmountain.com



All new construction must be in compliance with the requirements of Beech Mountain's zoning ordinance. The zoning permit process requires that builders submit a plan and description of their proposed project that is reviewed for preliminary compliance with major zoning regulations such as the use of the property, the size and location of the structure, and adherence to setbacks. This occurs up front, before the project is initiated. If the project is found to be in harmony with applicable regulations, a "Certificate of Zoning Compliance" is approved, enabling the project to proceed. The zoning permit process is discussed below.

Certificate of Zoning Compliance— Pre-Construction Requirements

The following items will be checked at the Preliminary Zoning Inspection and must be verified before a Zoning Permit is granted and construction began.

- Turn in a completed Zoning Permit Application (**Fee is \$130**) and Driveway Permit Application and obtain a building permit and any other relevant forms and information (tree permit, etc.) from Town Hall or online at www.townofbeechmountain.com. NOTE: A BUILDING PERMIT **MUST** BE OBTAINED SIMULTANEOUSLY WITH THE ZONING PERMIT APPLICATION OR IMMEDIATELY THEREAFTER.
- Schedule a **Preliminary Zoning Inspection** at which you will meet with the zoning administrator and public works director on site. At this inspection you will be required to demonstrate compliance with the following items:
 - o **Surveys, site plans and setbacks.** Provide 1st of 3 required surveys that shows the lot, the setbacks and the proposed location and footprint of the structure.
 - o **Tree Permit.** Identify, mark, and photo any trees that will need to be removed. Turn in tree permit application.
 - o **Driveway Permit.** Discuss driveway permit with Public Works director. You will be required to provide an 18" galvanized culvert 20 feet long.
 - o **Permit Box.** Permit Box must be posted on 4x4 post. (It is recommended that you install a standard mailbox that can be located permanently on the site, on which you can post the required 911 address numbers.)
 - o **Staging Area.** You must show where you will provide an adequate staging area for construction. This area must be sufficient to provide parking and storage of any required vehicles, equipment, and debris. Storing of items in the road right of way will not be permitted.
 - o **Dumpster.** At least one six-yard dumpster shall be on site. The job site must remain neat and orderly.
 - o **Toilet Facilities.** A minimum of one Porta-john shall be on the construction site.
 - o **911 address numbers (Sec. 91.22).** 911 address numbers must be posted and visible from road.

Planned Compliance- Pre Construction

At the preliminary zoning inspection, you will need to demonstrate planned compliance with the following items, as applicable.

- **Building Height (Sec. 154.140).** The proposed structure may not be more than 35 feet high as measured from the highest point of the original natural grade of the land on which the building sits.
- **Accessory Structures (Sec. 154.137).** Any accessory structures must be built after completion of primary structure. Must conform in style and design with main building. May not exceed 75% of size of primary structure. Must meet all required setbacks.
- **Modular Homes (154.149).** Foundations must be completely constructed prior to the remainder of the building being placed on the lot.
- **Fencing (Sec. 154.139).** Any fencing must be split rail, rock wall, or ornamental hedge. For containment purposes, the above mentioned fences may be backed by welded wire. Fences shall not exceed 5 ft. in height.
- **Buffer Areas (Sec. 154.165).** A minimum 30 ft. vegetative buffer is required adjacent to all watercourses.
- **Parking (Sec. 154.132).** Off street parking adequately provided. (For residential uses, this means 2 spaces for the first three bedrooms and one additional space for every additional bedroom. Also, turn around space may be required.)
- **Landscaping (Sec. 154.166).** Commercial lots require 10% of the lot to be landscaped in accordance with 154.166.
- **Architectural Standards (Sec. 154.120 et seq.)** Certain projects in the Commercial Thoroughfare Overlay District must adhere to architectural standards and be approved by the Planning Board.
- **Usage (Sec. 154.091).** The proposed use of the property must be allowed by the zoning district in which it resides.
- **Lighting (Sec. 154.151 et seq.)** Regulations in the Town of Beech Mountain prohibit “light trespass,” which occurs when a light on one property is directed at the property of another or is imprecisely allowed to diffuse into the sky. Exterior lighting installations should be shielded and directed at the ground or at the object they intend to illuminate.
- **Fuel Tank Screening (Sec. 154.142).** Above ground Fuel Tanks must be screened with a wood fence and, if terrain permits, shrubbery.
- **Garbage Bins (Sec. 50.10).** Garbage bins must be constructed and conform to standards.
- **Survey (Sec. 154.150).** A final As-Built survey is required. All construction must be within required setbacks.
- **No exposed utilities (154.146).**
- **Signs (Sec. 154.270-287).** Any signs must comply with applicable regulations
- **Visibility at Intersections (Sec. 154.135).** Nothing may be erected on corner lots that impedes the required sight distance as required for secondary roads by the NCDOT.
- **Construction Progress (Sec. 154.025).** For a permit to remain valid, progress must be made every 6 months as evidenced by an inspection. New exterior construction must be completed within two years such that a building has “curb appeal.”

Other Requirements

*The information above provides a summary of the zoning permit process and a list of the most common items that will be checked for during the process. Although this list is provided for your convenience it is not all-inclusive. It remains the applicant's duty to know **all** the ordinances and strictly adhere to them. Town ordinances can be found at <http://www.townofbeechmountain.com>.*

Town of Beech Mountain

Application for Certificate of Zoning Compliance

Applicant: _____

Owner: _____

Address: _____

Address: _____

Telephone: _____

Telephone: _____

Email: _____

Email: _____

Property Location:

Address: _____

Plat Book/Pg.: _____

Zoning District: _____

Lot Size: _____

Watershed Class: _____

(Note: New residential lots and all non-residential uses must adhere to limitations on built upon area and other stipulations of any applicable Watershed district)

Proposed use of Property: _____

Number of buildings proposed: _____

Gross floor area of proposed buildings: _____

Proposed maximum building height: _____

Area of land to be disturbed (if greater than ½ acre, grading/sed/erosion permit required): _____

Does the project include exterior lighting? _____

Plot Plan: Attach survey showing dimensions of lot and locate buildings by dimensions from property lines. Indicate dimensions of buildings.

Affirmation of Understanding

By signing below, you acknowledge your understanding of all town ordinances and the penalties incurred for violation. You also understand that stop work orders will be issued until violations are remedied.

(Sign)

(Date)

Office Use Only- Zoning Compliance

FEE: \$130 Paid _____

Received by _____

A Certificate of Zoning Compliance is hereby GRANTED DENIED (provide reason on attached sheet)

Signature/Date: _____