



TOWN OF MONTREAT

P. O. Box 423  
Montreat, NC 28757  
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[www.townofmontreat.org](http://www.townofmontreat.org)

**ZONING ORDINANCE INTERPRETATION APPLICATION**

Application Date: \_\_\_\_\_ Zoning District: \_\_\_\_\_  
Applicant Name: \_\_\_\_\_  
PIN#: \_\_\_\_\_  
Parcel Tax ID Sheet: \_\_\_\_\_ Lot#: \_\_\_\_\_ Private Lot #: \_\_\_\_\_  
House #: \_\_\_\_\_ Street Name: \_\_\_\_\_  
Owner Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_  
Email Contact Information: \_\_\_\_\_

Type of Interpretation Requested:

Zoning Map       Montreat Zoning Ordinance Section (s): \_\_\_\_\_

Short description of project and adverse decision of Zoning Official  
(attach additional sheets as needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This application must be accompanied by the following items:

- The actual dimensions of the lot to be built upon;
- The dimensions, elevation, location on the lot of the Building or Structure proposed to be erected or altered, including an outline of all proposed Structures and the distances from all Structures to adjoining property lines;
- A description of the proposed use of the Building or Structure
- A map showing the topography of the site and size of lot;
- The location of all underground and above-ground utilities;
- Evidence that the taxes on the subject property were paid prior to the submission of the application;
- Copy of the subject property's Deed;
- A list of property owners within 200' of the site
- Application fee payable to the Town of Montreat.

The Montreat Board of Adjustment will review the Interpretation Application at their next regular meeting. No hearing on this matter will be scheduled until all required information and applicable fees have been submitted.

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Signature of Applicant

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Date

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**FOR OFFICE USE ONLY**

- |  |       |       |
|--|-------|-------|
| <input type="checkbox"/> Plat Submitted                | Date: | _____ |
| <input type="checkbox"/> Map Submitted                 | Date: | _____ |
| <input type="checkbox"/> Use Description Submitted     | Date: | _____ |
| <input type="checkbox"/> Utility Information Submitted | Date: | _____ |
| <input type="checkbox"/> Tax Information Submitted     | Date: | _____ |
| <input type="checkbox"/> Deed Copy Submitted           | Date: | _____ |
| <input type="checkbox"/> Property Owner List Submitted | Date: | _____ |
| <input type="checkbox"/> Application Fee Submitted     | Date: | _____ |