

**Development Clearance Certificate**      DCC#:

**Instructions:** A Development Clearance Certificate is required for all development regulated by the Town of Jamestown Land Development Ordinance. This Certificate must be completely filled-out, signed by an authorized Town of Jamestown representative, and (when required) submitted to the Guilford County Planning & Development Department for the appropriate permit issuance before any work may commence on the project. Changes to the scope of work or plat plan must be re-reviewed by the Town of Jamestown and a new certificate issued. Depending on the permit type a *plot plan* or other supporting documentation may be required.

***Applicant to complete:***

TYPE OF PERMIT		
new structure/residential <input type="checkbox"/>	new addition/residential <input type="checkbox"/>	home occupation <input type="checkbox"/>
new structure/commercial <input type="checkbox"/>	new addition/commercial <input type="checkbox"/>	garage/storage building/barn <input type="checkbox"/>
change of occupancy/use <input type="checkbox"/>	swimming pool <input type="checkbox"/>	Other: _____

PROPERTY AND APPLICANT INFORMATION	
Property address:	
Name:	Phone number:
Mailing address:	
Email:	
Owner's name (if different than above):	
Owner's address:	
Zip code:	Phone number:

PROJECT/DEVELOPMENT INFORMATION	
Project Description:	
Total Square Footage:	Maximum Height:
Primary Exterior Materials Used:	

***Town Staff to complete:***

ZONING INFORMATION	
Property Address:	
Tax Parcel #:	Subdivision Name:
Deed Book - Page:	Plat Book - Page:



Zoning District:	Overlay:	Watershed:	Streams:	Floodplain:
Allowed Uses:				
Required Setbacks:	Front:	Side:	Rear:	Corner Lot:
Soil erosion and sediment control is required on building and construction land-disturbance activities per G.S. 113A-57. Install and maintain necessary soil erosion and sediment control measures to prevent impact to streams, wetlands, public and private properties.				
Grading Permit Required? <input type="checkbox"/> YES <input type="checkbox"/> NO   If yes, enter grading permit #:				
Zoning or Development Conditions/Limitations/Remarks:				

JAMESTOWN FEE SCHEDULE:		
Change in use: \$75.00	Projects less than 144 sq. ft.: \$25.00	All other projects: \$75.00
Floodplain Development Permit: \$100.00 + applicable site plans, DCC fees, or other fees.		
Credit cards accepted in person with a 3% additional fee.		

*\*The Town of Jamestown contracts with Guilford County for permitting. Most projects will require additional permits (building, plumbing, electrical, etc.). You must submit this DCC to the Guilford County Planning & Development Department for the appropriate permit issuance before any work may commence on the project.\**

OWNER / REPRESENTATIVE CERTIFICATION	
I, the undersigned person hereby certify that all the information presented in this application is accurate to the best of my knowledge, information and belief. It is understood that any permits issued hereafter are subject to suspension or revocation if the intended use changes, or if the information in this application is falsified or changed.	
owner/developer/builder:	date:

PLANNING DEPARTMENT CERTIFICATION		
The Town of Jamestown Planning Department certifies that the information given is correct and that a permit may be issued for the purpose stated.		
Town Official:	Date:	
Total Fee:	Check #:	
Water Fees Paid:	Sewer Fees Paid:	

