



37 N. Main St.  
P. O. Box 431  
Belmont, NC 28012  
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*City of Belmont*  
**Sketch Plan Application -\$200**

**Property owner(s):** \_\_\_\_\_

Property address: \_\_\_\_\_ Parcel ID no. (six-digit): \_\_\_\_\_

Owner mailing address: \_\_\_\_\_

City, state, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Work/cell: \_\_\_\_\_

Proposed development name: \_\_\_\_\_

**Applicant (if different from property owner):** \_\_\_\_\_

Mailing address: \_\_\_\_\_

City, state, ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

**Contractor/Consultants:** \_\_\_\_\_

Mailing address: \_\_\_\_\_

City, state, ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

**Sketch Plan:**     Commercial     Residential     Mixed Use     Other

**Description of project:**

Please see sketch plan requirements found in Chapter 16.7 of the Belmont Land Development Code. Minimum of 3 sets are required.

### Floodplain compliance

- Is there a stream on the property?  Yes  No If no, skip this section.
- Does project include a stream crossing?  Yes  No Culvert \_\_\_ Bridge \_\_\_ Other: \_\_\_\_\_
- Is property in a special flood hazard area?  Yes  No Panel: \_\_\_\_\_
- Is property in a floodway zone?  Yes  No
- Will project involve stream channel relocation?  Yes  No
- Are there any wetlands on project site?  Yes  No

A survey from a registered surveyor must be provided and must show the contour line of the base flood elevation (100-year flood plain), proposed building footprint, finished floor elevation (FFE) of lowest inhabitable floor, elevation of bottom of floor joist for lowest FFE, and any other information the city may need to comply with adopted FEMA floodplain regulations.

### Grading compliance (if applicable)

Company/person responsible for land disturbing activity: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Size of disturbed area (specify square feet or acres): \_\_\_\_\_

**A grading plan must be attached.**

Checklist of basic plan elements (other items may be required):

- Survey with contours (existing and proposed); proposed clearing limits, drainage structures, culverts, etc.
- Narrative explaining construction timeline
- Approved Gaston County sedimentation and erosion control permit

**Please note:** If the project is located in a water supply watershed protection district, or if the area of disturbed land exceeds one acre, we may require additional material to be submitted. Contact the planning department for more information.

By signing below, I agree to conform to all applicable city ordinances and zoning regulations. I also agree to obtain a building permit from Gaston County (if required), and to construct to the specifications of plans submitted and to building code standards regulating such work. I hereby affirm that the above information is accurate and correct to the best of my knowledge.

Signature of applicant: \_\_\_\_\_  Printed name: \_\_\_\_\_

Date: \_\_\_\_\_