

Pender County Planning and Community Development

Planning Division

805 S. Walker Street
PO Box 1519
Burgaw, NC 28425



Phone: 910-259-1202
Fax: 910-259-1295
www.pendercountync.gov

AGENDA

**Pender County Board of Adjustment Meeting
February 16, 2011 9:00 a.m.
Pender County Public Meeting Room
805 S. Walker Street, Burgaw, North Carolina**

Call to Order: Chairman Kane

Prayer

Swearing in of New Board Members

Board Member Jacqueline Newton
Board Member Alternate Terry Peters

Roll Call:

 Chairman Kane

Pender County Board of Adjustment Members:

Kane: _____ Thompson: _____ Ferrante: _____ Newton: _____ Pullen: _____

Alternates:

Luther: _____ Peters: _____

Election of Officers

Adoption of the Agenda

1. Approval of Minutes: October 27, 2010

2. Public Comment

** Public Hearing**

3. Appeal of Administrative Decision: Stephanie Gasparovic & Associates, Inc., applicant, is requesting an Appeal of Administrative Decision as prescribed under Article 3.14 of the Pender County Unified Development Ordinance. The applicant is appealing a written interpretation of Article 9.5.1.A.1).

4. Discussion Items

- a. BOA Members
- b. Planning Staff

5. Adjournment

PLANNING STAFF REPORT
Appeal of Administrative Decision

SUMMARY:

Hearing Date: February 16, 2011

Applicant: Stephanie Gasparovic & Associates, Inc.

Summary of Appeal Requested: The applicant is requesting an Appeal of Administrative Decision from a Written Interpretation issued November 18, 2010. The Administrator's interpretation of Article 9.5.1.A.1) of the Pender County Unified Development Ordinance (UDO) was issued by request of the applicant as a follow up to a Notice of Violation issued by the Pender County Code Enforcement Officer.

BACKGROUND AND DESCRIPTION OF APPEAL:

Stephanie Gasparovic & Associates, applicant, is requesting an appeal of a written interpretation issued by the Unified Development Ordinance Administrator (Administrator) on November 18, 2010 (See Exhibit A-A.1). The interpretation of Article 9.5.1.A.1) is derived from a Notice of Violation (Exhibit B-B.1) issued September 17, 2010 for the placement of an off premise sign advertising real estate. It is the Administrator's conclusion that this type of signage is currently prohibited by the Pender County UDO.

Description of Exhibits:

Exhibit A: UDO Administrator's written interpretation of Article 9.5.1.A.1).

Exhibit B: Code Enforcement Officer's Notice of Violation.

Exhibit C: Code Enforcement Officer's case notes with background and description of violation.

APPLICABLE UNIFIED DEVELOPMENT ORDINANCE PROVISIONS:

3.14 APPEAL OF ADMINISTRATIVE DECISION

3.14.1 Applicability

As specified in N.C.G.S. 153A-345(b), an appeal by any person aggrieved by a final order, interpretation or decision of the Administrator or other administrator in regard to the provisions of this Ordinance may be taken to the Board of Adjustment.

3.14.6 Action by Board of Adjustment

- A. *The Board of Adjustment may reverse or affirm (wholly or partly) or may modify the order, requirement, decision, or determination appealed from, and shall make any order, requirement, decision or determination that in its opinion ought to be made in the case before it. To this end, the Board of Adjustment shall have all the powers of the officer from whom the appeal is taken.*
- B. *A motion to reverse, affirm, modify the order, requirement, decision, or determination appealed from shall include, insofar as practicable, a statement of the specific reasons or findings of fact that support the motion.*
- C. *If a motion to reverse or modify is not made, or fails to receive the affirmative vote of a majority of members present, the appeal shall be denied.*
- D. *Any motion to overturn a decision shall state the reasons or findings of fact that support the motion.*

3.14.7 Effect of Appeal

- A. An appeal shall stay all proceedings in furtherance of the action appealed, unless the administrative official from who the appeal is taken certifies to the Board of Adjustment that, because of facts stated in the certificate, a stay would, in their opinion, cause imminent peril to life or property or that because the violation is transitory in nature a stay would seriously interfere with the effective enforcement of this Ordinance. In that case, proceedings shall not be stayed except by order of the Board of Adjustment or a court, issued on application of the party seeking the stay, for due cause shown, after notice to the administrative official.
- B. An appeal shall not stop action lawfully approved (including construction activities authorized by a building permit); only actions presumed in violation of this Ordinance are stayed.

3.15 WRITTEN INTERPRETATION

3.15.1 Applicability

When uncertainty exists, the Administrator shall be authorized to make all interpretations concerning the provisions of this Ordinance.

3.15.5 Appeal

Final action on a written interpretation may be appealed to the Board of Adjustment in accordance with Article 3.14, Appeal of Administrative Decision.

9.5.1 The following signs may be erected, hung, or placed without zoning approval from the Administrator, but shall not be illuminated unless otherwise specified.

- A. Temporary Real Estate Sign
 - 1) One (1) temporary real estate sign not exceeding ten (10) square feet in area shall be allowed per residential lot. One (1) temporary real estate sign not exceeding thirty-two (32) square feet in area shall be allowed, for commercial or industrial property, and/or for tracts of land five (5) acres or more in area. Where the property on which said sign is to be placed faces more than one (1) road, one (1) such sign shall be allowed on each road frontage.

Board of Adjustment

Board Action:

Motion: _____ **Seconded:** _____

Approved: _____ **Denied:** _____ **Unanimous:** _____

Ferrante _____ **Kane** _____ **Newton** _____ **Pullen** _____ **Thompson** _____

Alternates: **Luther** _____ **Peters** _____

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November 18, 2010

Exhibit A

Ladd Gasparovic
220 Thornton Drive
Hampstead, NC 28443

Re: Written Interpretation – Unified Development Ordinance, Article 9.5.1.A.1).

Mr. Gasparovic,

Please see below, the referenced interpretation for Article 9.5.1.A.1). of the Pender County Unified Development Ordinance, effective July 1, 2010.

Zoning Administrator's Conclusion:

Through review and interpretation, it is the Administrator's conclusion that the above referenced Article solely relates to on-premise signs in which the advertising message is for the property on which the sign is placed.

Off-premise signs are referenced in Article 9.8, Signs Approved in the Industrial Districts, as well as Appendix A – Definitions. Article 9.8.1.D.1). provides clear standards as to the dimensions, setbacks, and placement of these types of advertising signs.

Article 9.8 Signs Approved in the Industrial Districts

D. Off-Premises Advertising Signs

1) One off-premises advertising sign may be allowed. In which case the sign shall be setback from any road right-of-way or property line by at least fifty (50) feet, shall not be closer than one hundred (100) feet to any residential property line, shall not project higher than twenty-five (25) feet above ground level, shall not exceed two hundred (200) square feet in area and not closer than 1,000 feet to another off premises advertising sign.

Appendix A – Definitions

O. **SIGN, OFF-PREMISES:** A sign which directs attention to a business, commodity, service, activity or entertainment conducted, sold or offered on a parcel of land other than the one on which the sign is located.

Exhibit A.1

9.5 SIGNS NOT REQUIRING ZONING APPROVAL

9.5.1 *The following signs may be erected, hung, or placed without zoning approval from the Administrator, but shall not be illuminated unless otherwise specified.*

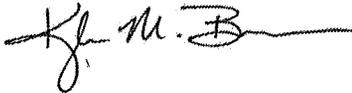
A. *Temporary Real Estate Sign*

- 1) *One (1) temporary real estate sign not exceeding ten (10) square feet in area shall be allowed per residential lot. One (1) temporary real estate sign not exceeding thirty-two (32) square feet in area shall be allowed, for commercial or industrial property, and/or for tracts of land five (5) acres or more in area. Where the property on which said sign is to be placed faces more than one (1) road, one (1) such sign shall be allowed on each road frontage.*

According to Article 3.15.5 Appeal, final action on a written interpretation may be appealed to the Board of Adjustment in accordance with Article 3.14, Appeal of Administrative Decision, which states that there is a thirty (30) day period in which this interpretation may be appealed. If this is the action you choose to take, we will need a completed application and all fees paid to our office prior to the thirty (30) day time frame.

Should you have any questions concerning this written interpretation, please do not hesitate to contact me at the information provided below.

Sincerely,



Kyle M. Breuer, Director
Pender County Planning & Community Development

**Pender County
Planning and Community Development**

Code Enforcement

805 S. Walker Street
PO Box 1519
Burgaw, NC 28425



Phone: 910-259-1202
Fax: 910-259-1295
www.pendercountync.gov

NOTICE OF VIOLATION

Exhibit B

DATE: September 17, 2010

TO: Hampstead Center Associates LT
C/O Marvin F. Poer & Company
3520 Piedmont Rd. NE Ste. 410
Atlanta, Ga. 30305

NOTICE OF ZONING VIOLATION:

You are hereby given notice that a violation or violations of the Pender County Unified Development Ordinance exists at the property described below and owned/occupied by you.

LOCATION AND DESCRIPTION OF PROPERTY WHERE VIOLATION EXIST:

Property located at Hwy. 210 (Food Lion food store) and identified by the Pender County Tax Office as Tax Record Number 3282-86-7651-0000.

CONDITIONS THAT CREATE VIOLATION:

The placement of an off premise sign advertising Real Estate availability, in violation of the Pender County Unified Development Ordinance.

ARTICLES OF COUNTY ORDINANCE VIOLATED:

ARTICLE 9

SIGNS

9.5.1 The following signs may be erected, hung, or placed without zoning approval from the Administrator, but shall not be illuminated unless otherwise specified.

A. Temporary Real Estate Sign

- 1) One (1) temporary real estate sign not exceeding ten (10) square feet in area shall be allowed per **residential lot**. One (1) temporary real estate sign not exceeding thirty-two (32) square feet in area shall be allowed, for **commercial or industrial property, and/or for tracts of land five (5) acres or more in area**. Where the property on which said sign is to be placed faces more than one (1) road, one (1) such sign shall be allowed on each road frontage.

CORRECTIVE ACTIONS THAT MUST BE TAKEN BY PROPERTY OWNER/VIOLATOR:

The above listed sign (see enclosed photo) must be removed from the premises and may be located on the actual property or parcels being offered for sale at a maximum of 32 square feet in size.

DATE BY WHICH CORRECTIVE ACTION MUST BE COMPLETE:

Exhibit B.1

This violation must be corrected within ten (10) consecutive calendar days of receipt of this notice. If the violation(s) is/are are not corrected within this period, you will immediately thereafter be subject to the penalties noted herein.

PROPERTY OWNER/VIOLATOR'S RIGHT TO APPEAL:

You are hereby given notice that you have the right to appeal the determination made by the Code Enforcement Officer to the Pender County Board of Adjustment. If you elect to appeal this determination, you must file a written request for appeal, specifying the reason for the appeal and paying the associated fees for appeal within thirty (30) days of receipt of this notice. The appeal shall be filed with the Pender County Planning Department, Zoning Administrator, 805 South Walker Street Burgaw, NC 28425. An appeal will stay all required proceedings under this notice until the Board of Adjustment acts upon the appeal.

PENALTIES FOR VIOLATIONS NOTED: When corrective action is not taken as prescribed in the notice, the property owner/violator shall upon conviction be guilty of a misdemeanor punishable by fine of up to \$50.00, or imprisoned for not more than thirty (30) days, for each offense. **In addition, the property owner/violator will be subject to a civil penalty of \$100.00 each day the violation continues after the date specified that the violation was to have been corrected.**

REMEDIES IF CORRECTIVE ACTION NOT TAKEN:

The County shall through its County Manager and County Attorney initiate legal action to insure compliance through court action and the violator may be subject to paying the cost of this action, pursuant to G.S. 153A-123, in addition to any penalties noted above.

DATE OF NOTIFICATION:

This determination of violation made on the 13th day of September 2010 by the Pender County Code Enforcement Officer, after inspection of the property and the conditions. Please feel free to contact this office at any time. We will be happy to discuss this issue with you.


Code Enforcement Officer

DATE	REF. CASE NAME: Real-Estate sign Avendale	Pg 1
09-13-10	I received an e-mail at 5:32 P.M. from Burt Millette. He ask us to check on the compliance of a Real-Estate sign for Avendale Development. The sign is located in front of the Food Lion food store on Highway 17 in Hampstead.	
09-14-10	Kyle Breuer (Director) said he received the same e-mail. This A.M. Mr. Breuer observed the sign while on his way to work. He stated the sign is quite large and appears to be in violation. I drove to the site and took photos and a measurement of the sign. The sign has two sides each being 5' x 8' for a total of 80 Square feet. Upon returning to the office I called the phone number listed on the sign. I left a message to explain what the problem is. Moments later "Rose" from Avendale Development called. I explained the issue to her. She said she will contact the Real Estate Agent who authorized the placement of the sign and have the agent contact me.	
09-15-10	I did not hear from anyone regarding the sign.	
09-16-10	I called the number for Avendale Development and left a message that I had called on Tuesday and was awaiting a response. I asked if the message had been passed on to the agent?	
09-17-10	No response was received from the second phone message. I discussed the matter with Mr. Breuer. First "Notice of Violation" mailed certified to the property owner for the illegal sign. A copy of the photo showing the sign was enclosed with the violation letter. In the afternoon Mr. Ladd Gasparovic called. He is a local Attorney. His wife is the Real Estate agent in charge of the sign. He said he has attempted for two days, to contact me regarding the sign? Had I known who was in charge of the sign I would have contacted him direct. I advised him I had spoken with "Rose" of Avendale on Tuesday. I also left a message for her on Thursday to please call me. Not having a response by Friday, I mailed a Notice of Violation to the property owner. Mr. Gasparovic said he would go and alter the sign immediately. We talked and agreed the addition of the red directional arrows are what has increased the size of the sign to an illegal size. I told him that in accord with the Zoning Ordinance the sign is not allowed as an off premise sign at its current location. He said the original sign has been on site for four years. All they did was change the message. I told him I understood and we try to be flexible and as tolerant as we can. When a complaint is received we have to address the matter. I mentioned to him that the property owner	

CASE FOLLOWUP

C.1

DATE	REF. CASE NAME: Hampstead Center Associates	Pg 2
	<p>upon receiving the violation notice will probably remove the sign. Mr. Gasparovic ask if I could mail a letter to the property owner indicating an error was made and that the sign could remain on the property. I advised him I could not circumvent the Zoning Ordinance and that I could not send any correspondence to inform the property owner that the sign was okay to remain on the property. Mr. Gasparovic asked if I would call the property owner and tell them the sign was okay. I told him him I did not have a phone number for the property owner and for that matter was not authorized to approve the sign. Mr. Gasparovic asked who filed the complaint. I told him for obvious reasons I would not give out that information. He said "I could probably name the person who filed the complaint". I agreed with him that he probably could. I spoke with Mr. Breuer about the situation. He said to let the property owner and the owner of the sign work it out among themselves.</p>	
09-22-10	<p>The receipt for the certified letter was returned on this date. Signed by L. Crombie? on 09-20-10.</p>	
09-28-10	<p>Mr. Gasparovic called and left a message. He contacted a representative of the Food Lion Company regarding the sign. He ask if we could send a fax, e-mail or letter to confirm that we will permit the sign. I discussed the matter with Kyle Breuer in the A.M. in order to come to an agreement prior to speaking with Mr. Gasparovic. We agreed the Ordinance is somewhat vague regarding the location of this type of sign. Kyle Breuer and I called Mr. Gasparovic. We discussed the matter. We told him it is not possible for us to send anything in writing to confirm that the sign is legal. We explained the fact that the sign is technically not legal as we interpret the Ordinance. We explained we try to be flexible regarding these matters. Mr. Gasparovic said he understood and ask if contacted by the property owner would we be willing to explain our position. To date no additional complaints or inquires have been received.</p>	
09-29-10	<p>Patricia Newler called from the holding company who manages the Food Lion property (704-343-0056). She left a message and requested a call back regarding the sign in question. I returned her call and explained the situation to her. I explained why we could not send anything in writing. I told her we would not send any letters in the future and if a problem existed we would communicate directly with Mr. Gasparovic.</p>	

CASE FOLLOWUP

C.2

DATE	REF. CASE NAME: Hampstead Center Assoc.	Pg 3
09-30-10	An e-mail from Burt Millette, sent to Kyle Breuer at 11:41 A.M. complained about	
	the Avendale sign again. Mr. Breuer and I discussed the matter and determined the	
	sign must be removed. Ashley Frank (Planner) overheard our conversation. She said	
	that as she was driving in the area a short time ago one of the sign panels had blown	
	down. It was in the middle of Highway 17 and being removed by the Fire Dept. I	
	called Mr. Gasparovic from Kyle Breuer' office on speaker phone with Mr. Breuer	
	present. I left a message advising him that it was reported that a portion of the sign	
	had blown down in the storm. I told him we had received another complaint and it	
	is imminent that the sign will have to be removed. I ask him for a return call. Mr.	
	Gasparovic called and we discussed the matter in detail. He wants to start a dialog	
	with the persons who are complaining with intentions of persuading them to under-	
	stand the business side and not complain about the sign. Moments later in the middle	
	of the conversation the phone disconnected. I waited a few minutes for a return call.	
	I contacted Mr. Breuer to see if he wanted to be in my office when Mr. Gasparovic	
	called back. Mr. Gasparovic did not call back. A short time later he called Kyle	
	Breuer and left a message regarding the matter.	
10-04-10	Mr. Gasparovic called and left a message. He said the sign is missing. He stated the	
	sign was expensive. He requested a return call. I discussed the matter with Mr.	
	Breuer. I called Mr. Gasparovic and again left a message for him to please call me.	
10-05-10	I drove by the site. One half of the sign (right side panel) is still in place. Attorney	
	Gasparovic called and again wanted to know who complained about the signs. Again	
	I told him I would not divulge that information. He asked if he could receive the	
	information through the Freedom of Information Act. I advised him he could as it is	
	considered public information.	
10-06-10	An e-mail was received from Attorney Gasparovic requesting the information we	
	discussed. Kyle Breuer and I prepared the e-mails and sent them to Attorney	
	Gasparovic.	
10-11-10	At 10:45 A.M. Ashley Frank received a phone call and message from Attorney	
	Gasparovic. At 10:49 A.M. I received a call and message from Attorney Gasparovic.	
	In both messages he indicated the Zoning Ordinance does not indicate that signs	
	must be posted on the actual property listed "For Sale". The Ordinance reads: One	
	(1)Temporary real estate sign not exceeding thirty- two (32) square feet in area	

CASE FOLLOWUP

C.3

DATE	REF. CASE NAME: Hampstead Associates Pg 4
	<p>shall be allowed, for commercial or industrial property, and/or for tracts of land five (5) Acres or more in area. Mr. Gasparovic requested a returned call from both Ashley Frank and I. Mrs. Frank and I discussed the matter. We decided it would be more beneficial if Mr. Breuer called Attorney Gasparovic with his interpretation, having authorization to make that determination.</p>
10-12-10	<p>Mr. Breuer and I discussed the issue. Mr. Breuer stated that the ordinance will be interpreted to mean the signs are to be posted on the actual properties listed "For Sale". Mr. Cameron Moore called Mr. Breuer and requested a meeting between himself, Mr. Breuer, Attorney Gasparovic and I on Friday October 15th. at 9:00 A.M.</p>
10-15-10	<p>A meeting took place between the above listed persons. Mr. Gasparovic asked if I received a response from Mr. Hughes. I advised him the letter was returned. He said Mr. Hughes died about three years ago. He said he could provide me with the name of the person in charge of the estate/property. I told him we should be able to settle the matter between us and not pursue notification of the property owner. The outcome of the meeting was that Mr. Moore and Attorney Gasparovic would discuss the options presented to them. Those options were to file for a Text Amendment to the Zoning Ordinance or file an appeal to the Board of Adjustment. Mr. Breuer stated that he would stand by his original position that the intent of the Ordinance is that the signs in question are to be posted on the actual property being listed for sale and not off premise on any commercial, industrial or properties over five acres in size. Later in the morning (11:34 A.M.) Mr. Moore sent an e-mail to Kyle Breuer requesting an application used to file an appeal to the Board of Adjustment to review prior to making a decision. At 2:15 P.M. Mr. Breuer e-mailed a copy of the Board of Adjustment appeal application to Mr. Cameron.</p>
10-21-10	<p>Mr. Breuer came to my office. He had spoken with Mr. Moore. Mr. Moore said they will not appeal to the Board Of Adjustment and wanted to know if Mr. Breuer could propose a text amendment to the ordinance on their behalf. Mr. Breuer said he would issue a written opinion/interpretation that the signs do not comply with the Unified Development Ordinance. He suggested Mr. Moore appear before the Planning Board with his text amendment proposal.</p>
11-12-10	<p>An e-mail was received from Mr. Al Freimark. He mentioned that the sign at the Food Lion store advertising "Avendale" is still on site.</p>

CASE FOLLOWUP

C.4

DATE	REF. CASE NAME: Hampstead Associates	Pg 5
11-16-10	I spoke with Mr. Breuer. No action has been taken to remove the sign. A meeting	
	was to be held on this date at 3:00 P.M. between Mr. Gasparovic, Mr. Breuer and	
	myself. Attorney Gasparovic did not show for the meeting. Attorney Gasparovic	
	called and left a message for Mr. Breuer. The message indicated that a text amend-	
	ment was near completion to be submitted to the Planning Board.	
11-17-10	Kyle Breuer and I called Attorney Gasparovic and left a message. We asked him to	
	please remove the signs until the text amendment is presented and approved. Mr.	
	Gasparovic called Mr. Breuer and requested his interpretation of the section of sign	
	ordinance in question in writing so an appeal can be filed.	
11-18-10	Kyle Breuer mailed a written interpretation to Attorney Gasparovic regarding the	
	off premise real estate signs as not being in compliance with the ordinance.	
11-22-10	Kyle Breuer, Cameron Moore and I called Attorney Gasparovic to further discuss	
	the matter. Primarily, the filing cutoff dates to hear the matter and the actual hearing	
	date of the Planning Board were discussed. I brought up the fact that regardless of	
	the possible changes, the ordinance still only allows one (1) sign per lot or property.	
	The property (Hughes) has two (2) signs in place. Mr. Moore acknowledged this	
	and the issued was dropped. The second point was that persons placing signs be	
	required to provide written permission from property owners prior to placing signs.	
	This would eliminate the random placement of signs and assist in the enforcement	
	efforts. Mr. Moore said these issues will probably be brought up in the future. The	
	possibility of an actual decision being made could be as far out as February 2011.	
	Stall tactics and time delays seem to be the accepted manner in which to proceed in	
	in this matter.	
11-24-10	The receipt for the certified letter mailed by Mr. Breuer was returned on this date.	
	The receipt was signed on 11/22/10. Signature was not legible. Receipt was filed	
	in the Raymond Hughes case file.	
12-15-10	The request for a zoning text amendment along with the required fees was submitted	
	by Mr. Gasparovic to Kyle Breuer. The Planning Board meeting date will be on	
	January 4, 2011.	
01-04-11	The Planning Board discussed the matter briefly. Due to the lack of a fully seated	
	board, a decision to table the issue until the February 1, 2011 Planning Board	
	meeting was agreed upon. An appeal before the Board of Adjustment has also been	

CASE FOLLOWUP

C.5

DATE	REF. CASE NAME: Hampstead Associates Pg 6
	Filed. This appeal is set for February 16, 2011.
01-25-11	I received an e-mail from Mr. Charles Wilson, basically wanting to know why the
	matter of the signs has not been addressed and what the status is.

APPLICATION FOR APPEAL OF ADMINISTRATIVE DECISION

THIS SECTION FOR OFFICE USE			
Application No.	AAD	Date	
Permit Fee		Receipt No.	
APPLICANT INFORMATION			
Applicant Name <u>Stephanie Gasparovic Associates, Inc.</u>		Owner Name <u>Same</u>	
Address: <u>220 Thurston Dr</u> <u>Hampstead NC 28443</u>		Address: <u>Same</u>	
Phone No: <u>910-264-6506</u>		Phone No: <u>Same</u>	
Legal relationship of applicant to owner: <u>Same</u>			
SIGNATURES			
Applicant:	Date:	Owner:	Date:
<u>Stephanie Gasparovic - VP</u>	<u>1/3/11</u>	<u>Stephanie Gasparovic - VP</u>	<u>1/3/11</u>
NOTICE TO APPLICANT			
<ol style="list-style-type: none"> 1. Applicant must also submit the information described on page 4 of this form. 2. Applicant or agent authorized in writing must attend the public hearing. 3. Once the public hearing has been advertised, the case will be heard unless the applicant withdraws the application or unless the Board of Adjustment agrees to table or delay the hearing. 			

APPEAL OF ADMINISTRATIVE DECISION CHECKLIST

<input type="checkbox"/> Signed application form
<input type="checkbox"/> Application fee
<input type="checkbox"/> One business size envelope legibly addressed with certified postage for all participants for the appeal
<input type="checkbox"/> Appeal Description--Written description of the Appeal taken forward including all pertinent materials (pictures, permits, etc.)
<input type="checkbox"/> Application received by _____ Date
<input type="checkbox"/> Application completeness approved by _____ Date
<input type="checkbox"/> Date scheduled for public hearing _____

RETURN COMPLETED APPLICATION TO:

Pender County
 Planning & Community Development
 P.O. Box 1519
 Burgaw, NC 28425