



DEVELOPMENT CLEARANCE CERTIFICATE (DCC)



*Instructions: A Development Clearance Certificate (DCC) is required for most development regulated by the Town of Summerfield's development ordinances and prior to the start of any project work. The DCC must be completed in full, signed by an authorized Town of Summerfield representative, and when required, submitted to the Guilford County Permitting and Inspections Department for the appropriate permit issuance or action. Changes to the scope of work or plot plan must be reviewed again by the Town of Summerfield, and a new DCC is required. A scaled plot plan depicting all existing and proposed structures and their distances to each lot line is required with all submittals. Depending on the permit type, other supporting documentation may also be required. Please see the Town's fee schedule (available at <http://www.summerfieldnc.gov>) for any applicable fees.*

(This side of form to be completed by applicant, except where noted.)

|  |                           |   |
|--|---------------------------|---|
| <b>TYPE OF PERMIT (CIRCLE ONE AND SPECIFY)</b> |                           | <b>DCC# (staff to complete):</b> ___ - 20 ___ |
| new structure/residential:                     | new addition/residential: | home occupation:                              |
| new structure/commercial:                      | new addition/commercial:  | garage/storage building/barn:                 |
| change of occupancy/use:                       | swimming pool:            | other:  |

|                             |                   |
|-----------------------------|-------------------|
| <b>PROPERTY INFORMATION</b> |                   |
| property address:           |                   |
| 6-digit parcel number:      | subdivision name: |
| section or phase number:    | lot number:       |
| Plat or deed book number:   | page number:      |

|   |               |
|---|---------------|
| <b>APPLICANT INFORMATION</b>            |               |
| name:                                   | phone number: |
| mailing address:                        |               |
| email:                                  |               |
| owner's name (if different that above): |               |
| owner's address:                        |               |
| zip code:                               | phone number: |

|   |       |
|---|-------|
| <b>Owner / Representative Certification</b>   |       |
| <i>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.</i> |       |
| owner/ developer/ builder:  | date: |

|  |                 |
|--|-----------------|
| <b>FEE INFORMATION (STAFF TO COMPLETE)</b> |                 |
| amount:                                    | receipt number: |



DEVELOPMENT CLEARANCE CERTIFICATE (DCC)



*Instructions:* A Development Clearance Certificate (DCC) is required for most development regulated by the Town of Summerfield's development ordinances and prior to the start of any project work. The DCC must be completed in full, signed by an authorized Town of Summerfield representative, and when required, submitted to the Guilford County Permitting and Inspections Department for the appropriate permit issuance or action. Changes to the scope of work or plot plan must be reviewed again by the Town of Summerfield, and a new DCC is required. **A scaled plot plan depicting all existing and proposed structures and their distances to each lot line is required with all submittals.** Depending on the permit type, other supporting documentation may also be required. **Please see the Town's fee schedule (available at <http://www.summerfieldnc.gov>) for any applicable fees.**

(This side of form to be completed by Summerfield Planning Department staff)

| ZONING INFORMATION                                    |          |        |           |   |
|---|----------|--------|-----------|---|
| zoning district:                                      | overlay: |        | streams:  | floodplain:                                     |
| watershed:  |          |        | WCA Tier: |   |
| <b>Required Setbacks:</b>                             | front:   | sides: | rear:     | corner lot (specify which street is the front): |
| proposed use:   |          |        |           |   |
| allowed use or uses:                                  |          |        |           |   |
| zoning or development conditions/limitations/remarks: |          |        |           |   |
|   |          |        |           |   |
|   |          |        |           |   |

*\*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.*

| PLANNING DEPARTMENT CERTIFICATION   |       |
|---|-------|
| The Town of Summerfield Planning Department certifies that the information given is correct and that a permit may be issued for the purpose stated. |       |
| town official:  | date: |

*\*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.*