



Application for
Special Use Permit

Development Services
112 Goldsboro Street E., Wilson, NC 27893
PO Box 10, Wilson, NC 27894
252-399-2220
www.wilsonnc.org

A pre-application meeting with City Staff is required prior to filing this application.

The following must be submitted with one [1] copy of this application:

- 1. A filing fee – In accordance to current City of Wilson fee sheet.
2. A copy of the deed or lease to the property, or a letter from the property owner, on the owner’s letterhead, authorizing the applicant to use the property for the requested use.
3. A map drawn to an engineer’s scale on an 8 1/2 x 11 sheet, or larger, showing the following:
a. The property, with distances of property lines shown.
b. The nearest intersection of two public streets.
c. All existing and proposed structures on the property and their setbacks.
d. Applicant’s name [if different from owner].
e. Other features necessary to describe the request.

Applicant/Agent Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

Property Identification Number [PIN]: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Current [or most recent] Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Description of the proposed use of the property:

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

CERTIFICATION

I [We], certify that all of the information presented in this application and in its accompanying attachments is accurate to the best of my [our] knowledge, information, and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date