

Zoning Application Instructions

1. The **PHYSICAL LOCATION** of land proposed for use in this application must be located with an accurate address.
2. The **OWNER** or **OWNERS** of the subject property **MUST SIGN THE APPLICATION.**
3. The application must contain all the necessary information needed to fully understand your request and any related problems. Be concise and include any details which will help explain your request.
4. The **TAX MAP NUMBER** or legal description of the property must be on the application. *(Tax map numbers are available from the Grayson County Real Estate Assessor's Office.)*
5. Attach any additional documents, maps, drawings, pictures or related information that will help with your explanation.
6. The site plan shall include the following data:
 - a. **The shape and dimensions of the tract to be built upon**
 - b. **The location and dimensions of any buildings and other improvements existing and proposed**
 - c. **Any proposed alterations or additions**
 - d. **All distances from structures to property lines**
 - e. **All streets fronting the property**
 - f. **Driveways and parking areas shape, dimensions, and number of spaces**
 - *Yard requirements (setbacks) for residential districts are 60' from the **center** of a state maintained road and 10' on either side including the rear.*
 - *Recorded plats are not required; however, it may be requested by the Zoning Administrator. If available, a recorded plat should be submitted with the application.*

NOTE: You **must** provide a site plan to be submitted with the Zoning Application. You may draw one of these in the space provided on this application.