



FEE-IN-LIEU REQUEST FORM

Town of Laurel Park • 441 White Pine Drive • Laurel Park, NC 28739 • P. 828-693-4840 • F. 828-696-4948

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APPLICATION LAST UPDATED: 11.5.2021

1. THINGS TO KNOW ABOUT THE FEE-IN-LIEU PROCEDURE

1. Fee-in-Lieu requests may only be made in accordance with Section 6.3.9 of the Laurel Park Unified Development Ordinance (UDO).
2. Acceptance of a request to provide a fee in-lieu of an otherwise required land dedication, construction of infrastructure, or provision of a site feature is within the sole discretion of the Laurel Park Town Council.
3. Some forms of public infrastructure or required site features may not be waived in favor of a payment in-lieu.
4. Applications requesting payment of a fee-in-lieu shall include the rationale for the payment, the proposed amount of the payment, and how the amount was determined.
5. If payment of a fee-in-lieu is accepted by the Town Council, the payment shall be made as directed by the Town Council and provided prior to issuance of a certificate of occupancy.

2. GENERAL APPLICANT INFORMATION

A. Parcel Information

1. Parcel Address:
2. Parcel Identification Number:
3. Lot Area/Acreage:
4. Base Zoning District:
5. Overlay District Designation (if applicable):

B. Primary Point of Contact Information

1. Primary Point of Contact Name:
2. Mailing Address:
3. Phone:
4. Email:

3. DESCRIPTION OF REQUEST

(Please complete the following)

1. Please identify the related plan, permit, or application number associated with this fee-in-lieu request:
Click here to enter text.
2. Will you also be posting a performance guarantee for this development? Yes No
If yes, please indicate for what items:
3. Are there any conditions of approval or variances that apply to this site? Yes No
If yes, please indicate what they address:



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4. Please identify the type of dedication, public infrastructure, or private site feature that is proposed for replacement with a fee-in-lieu (check all that apply):

Land Dedication

For public streets

For park land

For greenway, sidewalk, or trail

For street drainage

Public Infrastructure

Construction of streets

Construction of curb & gutter

Construction of greenways, sidewalks, or trails

Construction of street drainage facilities

Private Site Feature

Provision of required open space set-aside

5. Please describe the need or purpose for the requested fee-in-lieu:

[Click here to enter text.](#)

Please attach additional sheets if necessary.

6. Please describe why payment of the requested fee-in-lieu is in closer alignment with the purposes of the UDO than the dedication of land, construction of public infrastructure, or inclusion of private site feature. Responses should address all the appropriate criteria in Section 6.3.9.E of the UDO.

[Click here to enter text.](#)

Please attach additional sheets if necessary.

7. What is the amount of the proposed fee-in-lieu? If multiple requests are being made, please provide the amount corresponding to kind of fee request:

[Click here to enter text.](#)

8. Please provide additional detail, calculations, etc. on how the proposed fee-in-lieu amount was determined:

[Click here to enter text.](#)

Please attach additional sheets if necessary.



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4. SUBMITTAL CHECKLIST

(Please ensure your application includes 3 paper copies and 1 digital (pdf) copy of all of the following)

- | | |
|--|--------------------------|
| 1. Fee-in-lieu request form | <input type="checkbox"/> |
| 2. Copies of associated development application or approval | <input type="checkbox"/> |
| 3. Fee amount and how determined | <input type="checkbox"/> |
| 4. Any additional information determined to be necessary by the Town | <input type="checkbox"/> |

5. APPLICANT SIGNATURE

I certify that the information provided on this application form and in the associated site plan is complete and accurate to the best of my knowledge. I hereby authorize Town officials to enter the subject property for the purposes of determining compliance.

If there are multiple land owners or applicants, a signature is required for each.

Land Owner or Authorized Signature: _____

Date: _____

Land Owner or Authorized Signature: _____

Date: _____

Land Owner or Authorized Signature: _____

Date: _____

OFFICE USE ONLY

Project #:

Associated Project #:

Received By:

Filing Date:

Accepted as Complete By:

Complete Date:

Decision:

Decision By:

Decision Date:



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Pre-application Conference Date (if conducted):

Notes/Comments: