



# OCCUPANCY/CHANGE OF USE INQUIRY



Bryce A. Stuart Municipal Building  
Suite 328  
100 E. First Street  
Winston-Salem, NC 27101  
P.O. Box 2511  
Winston-Salem, NC 27102-2511

Phone: 311 or (336) 727-8000  
Fax: (336) 727-2792

APPLICANT: Please complete this section.

APPLICANT NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

TB: \_\_\_\_\_ TL: \_\_\_\_\_ PIN: \_\_\_\_\_ ZONING DISTRICT(S) \_\_\_\_\_

THE CURRENT TENANT-OR-TENANTS: \_\_\_\_\_

DESIRED USE OR TENANT OCCUPANCY: \_\_\_\_\_

### STAFF USE ONLY:

LAST LEGALLY ESTABLISHED USE: \_\_\_\_\_ DATE: \_\_\_\_\_

DOC ISSUED: \_\_\_\_\_ DATE: \_\_\_\_\_

CLASSIFIED AS \_\_\_\_\_ OCCUPANCY FOR ZONING

CLASSIFIED AS \_\_\_\_\_ OCCUPANCY FOR BUILDING UNDER THE

(YEAR) \_\_\_\_\_ NORTH CAROLINA STATE BUILDING CODE

PLEASE CHECK ALL THAT APPLY:  INTENDED  CURRENT USE

REQUIRES:  PLANNING BOARD REVIEW  ADMINISTRATIVE LETTER

ZONING LETTER (SIMPLE)  ZONING LETTER (COMPLEX)

EVALUATION PERMIT  PLAN REVIEW  BUILDING PERMIT

### PLEASE CONTACT THE FOLLOWING FOR MORE INFORMATION:

#### CITY OF WINSTON-SALEM

- ADDRESSES: 336-747-7048
- BUSINESS LICENSE: 336-747-6954
- BUSINESS/DOWNTOWN DEVELOPMENT: 336-747-7472
- ENGINEERING: 336-747-6846
- EROSION CONTROL: 336-747-7453
- FIRE MARSHALL: 336-747-7359
- PERMITS: 336-727-2624
- PLANNING: 336-747-7068
- STORMWATER: 336-747-6961
- TRANSPORTATION: 336-747-6872
- REVENUE: 336-747-6958
- UTILITIES: 336-747-7499
- WATER/SEWER BILLING and CUSTOMER SERVICE: 336-727-2355
- ZONING BOARD OF ADJUSTMENT: 336-747-7425

#### FORSYTH COUNTY

- BUSINESS LICENSE: 336-703-2300
- ENVIRONMENT AFFAIRS: 336-703-2440
- FORSYTH COUNTY FIRE MARSHALL'S OFFICE - 336-727-8084
- HEALTH DEPARTMENT: 336-703-3225
- PERK TEST, LAND, ENVIRONMENTAL HEALTH - 336-703-3224
- PLANNING: 336-747-7068
- ZONING BOARD OF ADJUSTMENT: 336-747-7425

#### NORTH CAROLINA GOVERNMENT

- ALCOHOL LAW ENFORCEMENT: 336-761-2255
- BUSINESS LICENSE/SECRETARY OF STATE: 1-800-228-8443
- TRANSPORTATION: 336-747-7900

### STAFF ANALYSIS AND RECOMMENDED NEXT STEPS:

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