

ZONING MAP AMENDMENT APPLICATION



PLANNING & NEIGHBORHOOD SERVICES
PO Box 2430
Indian Trail, NC 28079
Telephone (704) 821-5401

ONLY COMPLETE APPLICATIONS ACCEPTED

Conventional Processing Fee:
Residential \$500
Commercial \$900

ZONING MAP AMENDMENT APPLICATION

Submittal Requirements

- Completed Application
- Notarized signatures of applicant and property owner
- Letter of Intent
- Articles of Incorporation, Certificate of Incorporation, Articles of Organization, Corporate Charter, or similar (unless applicant is an individual)

Schedule

1. Submit Application
 - The deadline for this application is the first of the month each month.
 - Once an application is submitted it will be placed on the Planning Board Agenda for the following month.
2. Hold Community Meeting for major map amendments.
3. Planning Board
 - Meets the 3rd Tuesday of every month.
 - Reviews application to ensure it is consistent with the Comprehensive Plan and UDO as well as all other adopted town plans. Transmits recommendation of approval or disapproval to Town Council.
4. Town Council
 - Meets 2nd and 4th Tuesday of every month.
 - Legislative action is to approve, approve with modifications, deny, or send back to the Planning Board for further study.

General Information

Project Address _____

City _____ State _____ Zip _____

Tax Parcel ID _____ Zoning Designation _____

Total Acres _____ Impervious Area _____

Project Description _____

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Contact Information – Applicant

Contact Name _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Contact Information – Property Owner

Contact Name _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

Applicant’s Certification

Signature _____ Date _____

Printed Name/Title _____

Signature of Notary Public _____ Date _____

Notary Seal

Property Owner’s Certification

Signature _____ Date _____

Printed Name/Title _____

Signature of Notary Public _____ Date _____

Notary Seal