

Appendix I

Application Packet for Unified Development Ordinance Text & Zoning Map Amendments (Including Rezonings) Future Land Use Plan & Comprehensive Plan Amendments

Deadlines for January - December 2017		
Application Deadline (12pm)	Joint Public Hearing	Earliest Decision Date
November 21, 2016	January 19, 2017	March 13, 2017
February 20, 2017	April 20, 2017	June 12, 2017
May 22, 2017	July 20, 2017	September 11, 2017
August 21, 2017	October 19, 2017	December 11, 2017
November 20, 2017	January 18, 2018	March 12, 2018

Fee Schedule

Future Land Use Plan Amendment:	\$300.00
Plan or Ordinance Text Amendment:	\$300.00
Rezoning ² :	\$300.00 ¹

¹Plus \$10.00 per each acre for sites larger than 10 acres (example: 12 acre site plan = \$320.00 fee)

² Rezoning and Special Use rezonings viewed in conjunction with an annexation request should first calculate the standard fee and then double it to account for time spent on the fiscal analysis of the application.

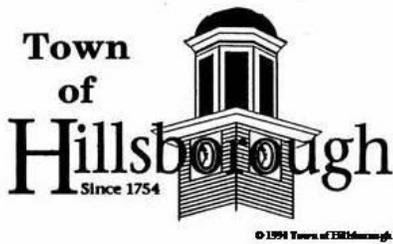
Submittal Requirement Checklist

Unified Development Ordinance & Comprehensive Plan Text Amendments

- Write a statement to be submitted to the Planning Director that addresses the following:
 - Proposed amendments to the text, including additions, deletions, or revisions.
 - If an error exists in the ordinance, a detailed explanation of error with an explanation of how the proposed amendment would correct the error.
 - An explanation of how the proposed amendments promote the public health, safety and general welfare.
 - A description of how the proposed amendment would conform to the intent of the ordinance and to the adopted Land Use Plan.

Zoning Map & Future Land Use Map Amendments

- Complete application
- Copy of the deed and/or a fully dimensioned survey to a scale greater than 100 ft to the inch and smaller than 20 ft to the inch that includes existing structures, critical areas (specified on application), rights-of-way and width, and driveways (existing and new).
- A description of how the proposed amendment would conform to the intent of the ordinance and to the adopted Land Use Plan.



**APPLICATION FOR
Zoning Map Amendment (Rezoning) Request
Future Land Use Plan Amendment Request**

Planning Department
101 E. Orange Street / P.O. Box 429
Hillsborough, NC 27278

Phone: (919) 732-1270, Ext. 86, Fax: (919) 644-2390

Website: www.ci.hillsborough.nc.us

Amendment Type: Zoning Map Amendment Future Land Use Plan Amendment

Property Address:

PIN #: _____

Applicant Name: _____

Mailing Address:

Phone:

City, State, Zip: _____

E-mail: _____

Property Owner Name: _____

Mailing Address:

Phone:

City, State, Zip:

E-mail:

Location/Streets Accessed:

Current Zoning: _____

Proposed Zoning: _____

Acreage: _____

Lot Dimensions: _____

Water Service: Public Water Well

Sewer Service: Public Sewer Septic Tank

Existing Structures:

Critical Areas:

Flood Drainage / Stream Pond Sleep Slopes Cemetery

Easements Historic

See next page

Reasons for requesting the change

Error:

Changing Conditions:

Other:

I/We certify that all of the information presented by me/us in this application is accurate to the best of my/our knowledge, information, and belief.

APPLICATIONS WILL NOT BE ACCEPTED WITHOUT SIGNATURE OF PROPERTY OWNER.

Applicant's signature **date**

Property Owner's signature **date**