

TEXT AMENDMENT APPLICATION

Planning Department
PO Box 448, Wilson's Mills, NC 27593
Phone: (919) 938-3885 / Fax: (919) 938-1121

PROCESS INFORMATION:

Submission Requirement: An application for a text amendment to the Town's Development Ordinance shall hold pre-filing meeting with the Development Compliance Officer prior. Applications shall be submitted no later than the twentieth (20th) business day prior to the next scheduled Planning Board meeting. Such application shall contain all the information required on this form and must be determined to be complete by the Development Compliance Officer prior to advancing it through the approval process.

Public Notification: This is a legislative process that requires a public hearing.

Review Process: Per Article 5 of the Wilson's Mills Development Ordinance (WMDO), all applications are to be reviewed for compliance by the Development Compliance Officer and then forwarded for to the Planning Board (review) and Town Council (decision) for consideration.

FILING INSTRUCTIONS:

- _____ Every applicant for a text amendment is required to meet with the Development Compliance Officer in a pre-application conference prior to the submittal of a formal application. The purposes of this conference are to provide additional information regarding the review process and assistance in the preparation of the application.
- _____ A petitioner must complete this application in full. This application will not be processed unless all information requested is provided.
- _____ Remittance of associated fee(s)* to accompany this application. (*See Town of Wilson's Mills fee schedule)

APPLICANT INFORMATION:

Applicant: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

ACKNOWLEDGEMENT:

The undersigned certifies that this application and the foregoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief, with the understanding that any incorrect information submitted may result in the delay or rescheduling of the required public hearing and may result in the revocation of this application.

 Applicant Printed Name

 Applicant Signature

 Date

AMENDMENT REQUEST:

WMDO Article & Section for proposed amendment (be specific):

Description of requested amendment (be specific):

FOR TOWN USE ONLY

Date Received: _____ Case # _____

Payment Amount: _____ Date Paid: _____

Application Received By: _____

PB Date _____ Recommended _____ Denied _____

Site Posted Date: _____ Ad Run Dates: _____

Letters Mailed Date: _____ Hearing Called: _____

TC Date: _____ Approved _____ Denied _____