



# NEW HANOVER COUNTY PLANNING & INSPECTIONS

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## Application for **ZONING MAP AMENDMENT**

<b>Petitioner Information</b>	<b>Property Owner(s) If different than Petitioner</b>	<b>Subject Property</b>
<b>Name</b>	<b>Owner Name</b>	<b>Address</b>
<b>Company</b>	<b>Owner Name 2</b>	<b>Parcel ID(s)</b>
<b>Address</b>	<b>Address</b>	<b>Area</b>
<b>City, State, Zip</b>	<b>City, State, Zip</b>	<b>Existing Zoning and Use</b>
<b>Phone</b>	<b>Phone</b>	<b>Proposed Zoning and Use</b>
<b>Email</b>	<b>Email</b>	<b>Land Classification</b>
<b>Application Tracking Information (Staff Only)</b>		
<b>Case Number</b>	<b>Date/Time received:</b>	<b>Received by:</b>

### APPLICATION OVERVIEW

In order to assist petitioners through the rezoning process, petitioners are highly encouraged to attend a pre-application conference prior to application submittal. Petitioners are requested to review the sections of the Zoning Ordinance specific to zoning amendments prior to submission, and advised to contact Planning Staff with any questions. The following sections of the Zoning Ordinance pertain specifically to zoning amendments:

- Section 110: Amending the Ordinance
- Section 111: Petitions
- Section 112: Approval Process

Applications for zoning amendments must first be considered by the New Hanover County Planning Board at a public hearing. The Planning Board will make a recommendation to the County Commissioners which will take final action on the permit application in a quasi-judicial public hearing. Attendance at all public hearings is required. The public hearings will allow staff, the applicant, proponents and opponents to testify in regards to the request. Unless otherwise published or announced, Planning Board meetings are held on the first Thursday of each month at 6:00PM in the Commissioner's Assembly Room at the Historic County Courthouse located at Third and Princess Streets, Wilmington, North Carolina. All meeting dates and application deadlines are published on the New Hanover County Planning website.

**APPLICATION REQUIREMENTS**

In order to assist petitioners through the rezoning process, petitioners are highly encouraged to attend a pre-application conference prior to application submittal. Applications must be reviewed by Planning Staff for completeness prior to being officially accepted. Applications must be submitted to Planning Staff at least twenty (20) working days before the Planning Board meeting at which the application is to be considered. In order to allow time to process, fees and review for completeness, applications will not be accepted after 5:00 PM on the deadline day. Once accepted, the Planning Board will consider the application at the assigned meeting unless the applicant requests a continuance.

For all proposals, in addition to this application, the following supplemental information and materials are required:

<b>Required Information</b>	<b>Applicant Initial</b>	<b>Staff Initial</b>
Copy of the New Hanover County Tax Map, which delineates the property requested for rezoning.		
Legal description (by metes and bounds) of property requested for rezoning.		
Copy of the subdivision map or recorded plat which delineates the property.		
Any special requirements of the Ordinance (for example, Section 54.2 for Planned Development District, Section 54.1 for Exceptional Design Zoning District, or Section 54.3 for Riverfront Mixed Use District)		
A report of the required public information meeting outlined in Section 111-2.1 (if applicable)		
Authority for Appointment of Agent Form (if applicable)		
Fee - For petitions involving 5 acres or less, \$500. For petitions involving greater than 5 acres, \$600		

**CRITERIA REQUIRED FOR APPROVAL OF A CHANGE OF ZONING**

Requests for general rezonings do not consider a particular land use but rather all of the uses permitted in the zoning district which is being requested for the subject property. Rezoning requests must be consistent with the New Hanover County Land Use Plan and the Zoning Ordinance, and the applicant has the burden of proving that the request is not consistent with the county’s adopted land use plan, zoning ordinance, reasonable, and in the public’s interest. The applicant should explain, with reference to attached plans (where applicable), how the proposed zoning district satisfies these requirements. The applicant has the burden of proof and must provide sufficient evidence in order for the required findings to be met.

You must explain in the space below how your request satisfies each of the following requirements (attach additional sheets if necessary):

1. How would the requested change be consistent with the County’s Policies for Growth and Development?

