

# County of Moore Planning and Transportation



Inspections/Permitting: (910) 947-2221  
Planning: (910) 947-5010  
Transportation: (910) 947-3389

## TEXT AMENDMENT APPLICATION PACKET

### Purpose

A text amendment is a change to the regulations contained within the Unified Development Ordinance.

### Step 1. Pre-Application Meeting with Planning Staff

The applicant must schedule a pre-submittal meeting with Planning Staff to discuss the preliminary assessment of the request, adopted plans, and process.

### Step 3. Application Submittal

The applicant must submit a complete application packet on or before the submittal deadline. This includes:

- Application Fee \$300 plus postage for adjacent properties.
- Completed Moore County Text Amendment Application.

### Step 4. Administrative Review / Required Notifications

Planning Staff will review the request and provide the following public notifications prior to both the Planning Board meeting and the Board of Commissioners meeting / public hearing:

- A notice will be placed in the newspaper containing information about the meeting.

### Step 5. Planning Board Meeting

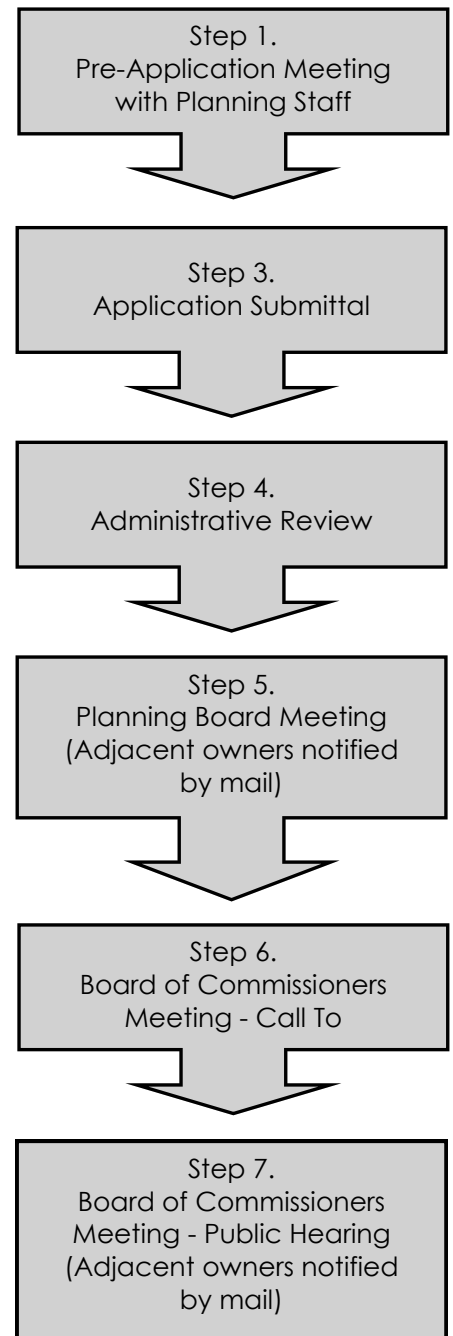
Planning Staff will present the request to the Planning Board. It is **highly recommended** that the applicant attend the meeting to answer any questions raised at the meeting. The Planning Board will make a recommendation to the Board of Commissioners.

### Step 6. Board of Commissioners Meeting—Call To

Planning Staff will present the request to the Board of Commissioners to schedule a Public Hearing. Applicant need not be present at this meeting.

### Step 7. Board of Commissioners Meeting—Public Hearing

Planning Staff will present the request to the Board of Commissioners. A public hearing will be held. It is **highly recommended** that the applicant attend the meeting to answer any questions raised at the meeting. The Board of Commissioners may approve the amendment, deny the amendment, or send the amendment back to the Planning Board for additional consideration.



## Application Submittal Deadlines / Meetings

A date and location for a public hearing will be set (subject to change) once a complete application is submitted to the Planning Staff.

<b><u>Pre-Application Meeting Deadline</u></b>	<b><u>Project Review Team Meeting Deadline</u></b>	<b><u>Application Deadline</u></b>	<b><u>Planning Board Public Hearing</u></b>	<b><u>Call To Meeting</u></b>	<b><u>BOC Public Hearing</u></b>
Nov. 12, 2018	Nov. 21, 2018	Dec. 4, 2018	Jan. 3, 2019	Feb. 5, 2019	Feb. 19, 2019
Dec 10, 2018	Dec 19, 2018	Jan 8, 2019	Feb 7, 2019	Mar 5, 2019	Mar 19, 2019
Jan 14, 2019	Jan 23, 2019	Feb 5, 2019	Mar 7, 2019	April 2, 2019	April 16, 2019
Feb 11, 2019	Feb 20, 2019	Mar 5, 2019	April 4, 2019	May 7, 2019	May 21, 2019
Mar 11, 2019	Mar 20, 2019	April 2, 2019	May 2, 2019	June 4, 2019	June 18, 2019

### Meeting Location

Planning Board meetings are held at 6 pm in the Commissioners Meeting Room on the second floor of the Historic Courthouse in Carthage, NC.

Board of Commissioners meetings are held at 5:30 pm in the Commissioners Meeting Room on the second floor of the Historic Courthouse in Carthage, NC.

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## TEXT AMENDMENT APPLICATION

Application Date:			
Applicant:		Phone:	
Applicant Address:	City:	St:	Zip:
Please describe the proposed changes below (attached additional sheets if needed):			
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I (We), the undersigned, certify that all statements furnished in this application are true to the best of my (our) knowledge, and do hereby agree to follow all reasonable requests for information as designated by the County of Moore Zoning Administrator.			
_____ Applicant/Owner Signature		_____ Date	
_____ Applicant/Owner Signature		_____ Date	
Office Use Only:			
PAR ID: _____			
_____ Received By		_____ Date	