

## **TOWN OF YADKINVILLE** **STEPS FOR REZONING**

- An application to amend the Zoning Ordinance is completed and received from the applicant. The applicant must include the following with the application:
  - A plat or survey of the property.
  - A brief description of the proposed use.
  - A map showing all surrounding property owners with names and addresses.
  - The required rezoning application fee.
  
- After all required information is received from the property owner requesting the rezoning and the appropriate fee has been paid, a Planning Board Meeting is set and everyone is notified of the date and time.
  
- The Planning Board would then forward a recommendation to the Board of Commissioners for their consideration. The Mayor sets a public hearing date for the rezoning request once a recommendation has been received.

### **AFTER THE PUBLIC HEARING DATE IS SET:**

The Zoning Officer advertises a Public Hearing Notice in the local newspaper once per week for 2 consecutive weeks (not to appear less than 10 days before the public hearing date nor more than 25 days before the public hearing). Per Chapter 3; Article J; Section 9-3-162; (b)

The Zoning Officer posts rezoning signs on the property no less than 10 days prior to the public hearing date. Per Chapter 3; Article J; Section 9-3-162; (c)

The Town notifies all adjoining property owners of the Public Hearing date and time by certified mail. Per Chapter 3; Article J; Section 9-3-162; (a)

### **AT THE PUBLIC HEARING:**

If 20% of all adjoining or surrounding property owners object by petition, three-fourths (4 members) of the Town Board must vote in favor of the rezoning for it to become effective.

**Please note** that most rezoning requests take about 3 months to be finalized. The Planning Board meets upon request. Town Board Meetings are held the first Monday of each month.